

# **GARDNER-WEBB UNIVERSITY**

## **CATALOG OF GRADUATE PROGRAMS**



**2002-2003**

**GRADUATE SCHOOL**

**GRADUATE SCHOOL OF BUSINESS**

**M. CHRISTOPHER WHITE SCHOOL OF DIVINITY**

**GRADUATE SCHOOL OF NURSING**

*Celebrating 100 Years in 2005*



# GRADUATE PROGRAMS CATALOG

2002-2003

Boiling Springs, North Carolina 28017

## CONTENTS

|     |   |
|-----|---|
| 3   | <b>Calendar</b>   |
| 5   | <b>Introduction to Gardner-Webb University</b>                |
|     | History   |
|     | Purpose   |
|     | Accreditation   |
|     | Campus and Buildings  |
| 13  | <b>Academic Information</b>                                   |
| 21  | <b>Student Life</b>   |
| 27  | <b>Finances and Financial Aid</b>                             |
|     | Expenses 2002-2003  |
|     | Financial Aid   |
|     | Scholarships  |
| 37  | <b>Graduate School (800-492-4723)</b>                         |
| 44  | Curriculum  |
| 55  | Courses of Instruction  |
| 65  | <b>Graduate School of Business (800-457-4622)</b>             |
| 71  | Curriculum  |
| 80  | Courses of Instruction  |
| 89  | <b>M. Christopher White School of Divinity (800-619-3761)</b> |
| 92  | Curriculum  |
| 107 | Courses of Instruction  |
| 133 | <b>Graduate School of Nursing (800-492-4723)</b>              |
| 135 | Curriculum  |
| 136 | Courses of Instruction  |
| 139 | <b>Directory and Appendices</b>                               |
| 155 | <b>Index</b>  |
| 157 | <b>For more information and assistance</b>                    |
| 158 | <b>Campus Map</b>   |

## CATALOG REQUIREMENTS

The conditions and policies set forth in this catalog have binding effect upon the University and students for the academic year in which it is in force. The University reserves the right to make necessary changes and corrections. When changes are made in graduation requirements, the University accepts a moral obligation to provide students the conditions effective the year of their most recent continuous enrollment or an alternative which would not be punitive. Otherwise, all other requirements are effective and in force upon publication of changes.

Gardner-Webb

Vol. 3 - August 2002

Published annually at Boiling Springs, N.C. 28017.

Gardner-Webb University is committed to equality of opportunity in all areas of education and does not practice or condone discrimination in any form, against applicants or students on the basis of race, color, national origin, gender, age, or disability.

Book rate postage paid at Boiling Springs, N.C. 28017.

*Cover photo: (left to right)*

Denise Q. Patterson, Graduate School

Lynette Williamson, Graduate School of Business

Jeffrey Cody Davidson, M.Christopher White School of Divinity

Meredith W. Morehead, Graduate School of Nursing

For information, write:  
Gardner-Webb University  
P.O. Box 997

Boiling Springs, North Carolina 28017-0997

If a personal visit to campus is not possible, the latest information about campus life, academic programs, and other events making news at GWU can be accessed on the Internet at <[www.gardner-webb.edu](http://www.gardner-webb.edu)>. Prospective students may submit questions about graduate programs at Gardner-Webb or apply for admission through the web site.



# CALENDAR

## FALL SEMESTER 2002

August 15 (Thursday)

August 19 (Monday)

August 23 (Friday)

August 26 (Monday)

August 26 (Monday)

August 27 (Tuesday)

September 2 (Monday)

October 21-22 (Mon.-Tues.)

November 28-29 (Thur.-Fri.)

December 3 (Tuesday)

December 5 (Thursday)

December 9-12 (Mon-Thurs)

New Graduate and Divinity Student Orientations

Divinity school classes begin

Last day for Divinity late registration

Last day for Divinity schedule modification

Fall Convocation of the School of Divinity

Grad School classes and Business School classes begin

Fall Convocation of the University

Last Day for Grad School and Business School

Late Registration

Fall Break

Thanksgiving Holidays

Last day of classes for Divinity School

Last day of classes for Grad School

and Business School Programs

Examinations

## SPRING SEMESTER 2003

January 2 (Thursday)

January 6 (Monday)

January 10 (Friday)

January 13 (Monday)

January 21 (Tuesday)

March 3-7 (Monday-Friday)

April 21 (Monday)

April 29 (Tuesday)

May 1 (Thursday)

May 5-8 (Mon.-Thur.)

May 10 (Saturday)

New Divinity Student Orientation

New Graduate Student Orientation; Divinity School classes begin

Last day for Divinity late registration

Last day for Divinity schedule modification

Grad School and Business School classes begin

Last day for Grad School and Business School

late registration

Spring Break

Easter Holiday Break

Last day of classes for Divinity School

Last day of classes for Graduate School

and Business School Programs

Examinations

Commencement

## SUMMER SCHOOL 2003

First Term for Grad School and Business School: May 21 - June 24

May 19-June 24

Divinity Classes meet on Monday and Tuesday for six weeks

May 21 (Wednesday)

June 23-24 (Mon-Tues)

Graduate School and Business School classes begin

Graduate School and Business School exams

Second Term for Grad School and Business School: June 25 - July 29

June 25 (Wednesday)

July 7-24

Graduate School and Business School classes begin

Divinity Classes meet on Monday thru Thursday for three weeks

July 28-July 29 (Mon-Tues)

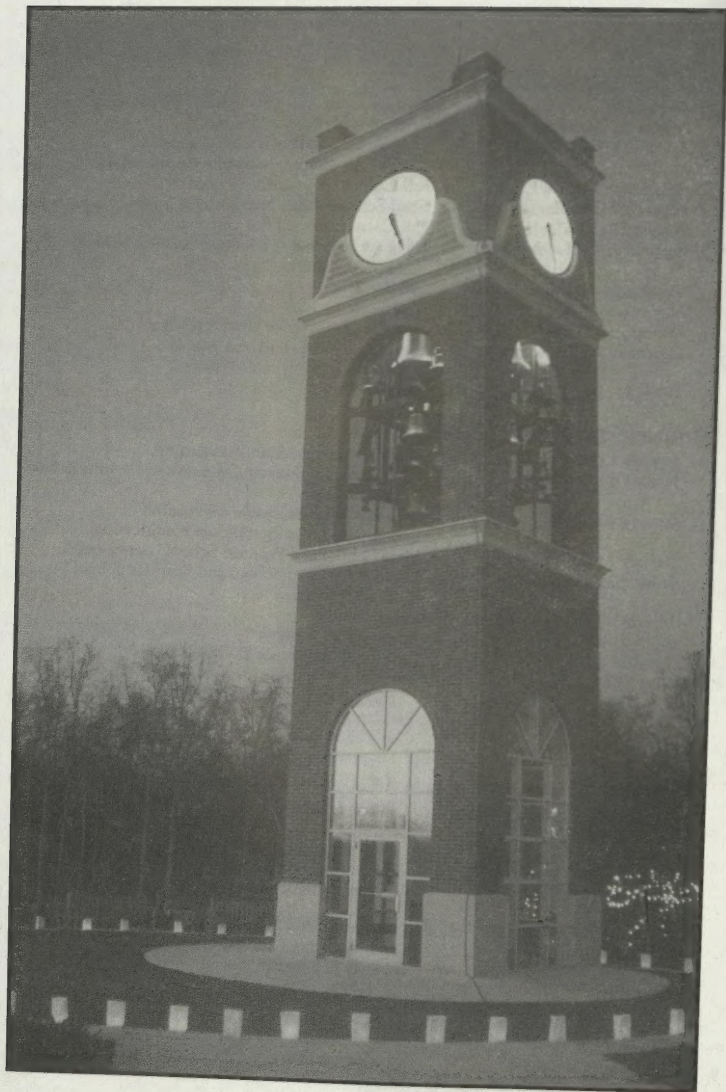
Graduate School and Business School exams

Ten Week Term for Divinity:

August 2 (Saturday)

May 20 - July 22 (Classes meet Tuesday only)

Commencement



# INTRODUCTION TO GARDNER-WEBB

Gardner-Webb University is a coeducational, residential, church-related university on a beautiful campus just outside Shelby at Boiling Springs, North Carolina. The University derives its name from O. Max Gardner, distinguished governor of North Carolina in the 1930s, and his wife, Fay Webb Gardner. The beauty of the campus and the quality of the academic program owe much to their example and leadership.

## LOCATION

Gardner-Webb University is located in the Piedmont section of western North Carolina, one of the most desirable and rapidly developing areas of our nation. Boiling Springs is a small rural town. Nearby Shelby, a city of 25,000, is noted for its support of the arts and as the home of state and national leaders. Forty-five miles east of Gardner-Webb is the thriving city of Charlotte, the largest city in the Carolinas. Less than one hour away to the south is the city of Spartanburg, South Carolina.

Gardner-Webb is easily accessible, being located only three miles from U.S. 74 and thirteen miles from Interstate 85. Less than one hour from campus are the Smoky Mountains with many recreational opportunities. Gardner-Webb University enjoys the lifestyle of a relatively small institution yet has the advantage of being centrally located to major urban resources in nearby areas.

## STUDENTS

Gardner-Webb University, founded by Baptists in 1905, has grown steadily to its current enrollment of over 3,500 students. The 2,500 undergraduates come from many states and 30 foreign countries. Slightly less than half of the students are men, and the student body includes several racial and socioeconomic groups. The four graduate schools enroll over 1000 students. Gardner-Webb University admits students of any race, color, sex, and national or ethnic origin without discrimination. This diversity enriches the life of the campus community and reflects the nature of American society.

## PROGRAMS

Gardner-Webb University is committed to the liberal arts as the best preparation students can have for rewarding, meaningful lives. In addition, the University offers programs in career-oriented fields to prepare students for specialized work. All of the programs at Gardner-Webb are evaluated periodically by accrediting agencies to insure that standards of quality are maintained.

Gardner-Webb provides three distinct academic programs: the on-campus program, the Greater Opportunities for the Adult Learner Program (evening classes taught in a number of locations for graduates of two-year colleges), and Graduate Programs.

Gardner-Webb University has a Graduate School (offering M.A., M.S., and Ed.S. degrees in a variety of areas), a graduate School of Divinity (offering the M.Div. and D.Min. degrees), a graduate School of Business (offering the M.B.A., I.M.B.A. and M.Acc. degrees), and a graduate School of Nursing (offering the M.S.N. degree). For additional information on the on-campus undergraduate and GOAL programs, see the bulletins for each program.



Complementing the academic program at Gardner-Webb University is a broad range of student life programs and activities designed to enable students to develop their personal identities, and to create lifetime friendships.

## FACULTY

Gardner-Webb University is blessed with a dedicated staff and an excellent faculty, seventy-five percent of whom hold doctorates. The primary concern of the faculty is teaching. The faculty have been chosen because of their academic preparation, their Christian commitment, and their desire for excellence in teaching. Many of Gardner-Webb's faculty have blessed the University with long years of service. The faculty is large enough to provide well-rounded academic programs. Yet a major strength of Gardner-Webb is that the University has remained small enough so that the relationship between faculty and students is friendly, informal and lasting. The faculty/student ratio is 1:14.

## ACADEMIC CALENDAR

The University's academic year is divided into two semesters and a summer school. The fall semester is a four-month term, ending prior to Christmas holidays. Following the four-month spring semester is a comprehensive summer school of two terms of five weeks each for the Graduate School and Graduate School of Business. The School of Divinity has three sessions: one six-week session; one three-week session; and one ten-week session. Evening classes both on-campus and at various off-campus locations are offered throughout the year.

The calendar is designed to meet the needs of full-time students with day and evening schedules, part-time students, and members of the communities in which classes are taught who desire further educational work.

The University offers workshops and seminars on a variety of topics and for a variety of groups throughout the year.

## HISTORY

Gardner-Webb University has experienced remarkable growth, perseverance, and maturity. The institution began as a boarding high school and later became a junior college. Today Gardner-Webb is a thriving regional university with growing master's and doctor's programs.

From a movement initiated by the Kings Mountain Baptist Association in 1903, and later joined by the Sandy Run Baptist Association, the Boiling Springs High School was chartered on December 2, 1905, as an institution "where the young...could have the best possible educational advantages under distinctive Christian influence." This close relationship of the institution to the area churches continues today.

In response to the changing educational needs of the area the institution was transformed into the Boiling Springs Junior College in 1928. The Great Depression created many problems for the College, but its survival was secured by the sacrifices of many loyal supporters.

In 1942, Governor O. Max Gardner began devoting his energy, time, and wealth to strengthening and guiding the College. So important was his influence that the name of the institution was changed to Gardner-Webb College in honor of the governor, his wife Fay Webb Gardner, and their families.

The decades following World War II were years of physical growth and academic development. New buildings went up as enrollments increased. A major step in the institution's development was its full accreditation as a senior college in 1971. In



1980 the institution began offering a master of arts degree in education.

The institution officially became known as Gardner-Webb University in January 1993, culminating years of preparation. Today Gardner-Webb is a thriving regional university which offers eight distinct degree programs, has a highly qualified faculty and a beautiful campus of over 200 acres.

Historically the University has played significant roles in teacher education and ministerial preparation for church-related vocations. Programs of instruction and experiences designed to prepare teachers and ministers continue to be major objectives of the University.

Although there have been many changes over the years, Gardner-Webb University remains closely related to the Baptist State Convention of North Carolina. The University holds in high esteem its commitment to Christian principles and values as the best foundation for the development of human personality and social order.

## PRESIDENTS

James Blaine Davis, 1928-30; Zeno Wall, 1930-32; James L. Jenkins, 1932-35; A.C. Lovelace, 1935-36; George J. Burnette, 1936-39; J.R. Cantrell, 1939-43; Philip Lovin Elliot, 1943-61; E. Eugene Poston, 1961-76; Craven E. Williams, 1976-86; M. Christopher White, 1986-.

## THE PURPOSE OF GARDNER-WEBB UNIVERSITY

Gardner-Webb, a private, Christian, Baptist-related university, provides superior undergraduate and graduate education strongly grounded in the liberal arts. By fostering meaningful intellectual thought, critical analysis and spiritual challenge within a diverse community of learning, Gardner-Webb prepares its graduates to make significant contributions for God and humanity in an ever-changing global community.

## STATEMENT OF VALUES

### ACADEMIC EXCELLENCE

Visible enthusiasm for knowledge, intellectual challenge, continuous learning and scholarly endeavors; proactive pursuit of educational opportunities within and beyond the classroom for the sheer joy of discovery; notable recognition and accomplishment within one's field of study.

### LIBERAL ARTS

Broad-based exposure to the arts and sciences and to each field's unique challenges, contributions and lessons for life; complementing the acquisition of career-related knowledge and skills with well-rounded knowledge of self, others, and society.

### STRONG WORK ETHIC

Pursuing a clear purpose and persevering despite distraction and adversity until it is achieved.

### CHRISTIAN HERITAGE AND VALUES

Self-giving service that displays itself in moral action in Christ-likeness; respecting the dignity and worth of others.

### TEAMWORK

Working collaboratively to support and promote shared goals; assuming responsibility.

bility willingly; meeting commitments dependably; handling disagreement constructively.

#### STUDENT-CENTERED FOCUS

Respecting the value and individuality of every student; lending an ear; a heart and a hand to students in need; providing faculty, staff, facilities and programs that appeal and involve, thereby affording every student varied and valuable opportunities for personal and professional development; contributing financial assistance where necessary in support of students' educational activities.

#### INSTITUTIONAL INVOLVEMENT AND RESPONSIBILITY

Actively assisting our local, national and global community through research, education, volunteerism and outreach; fostering dialogue and action in support of human welfare and environmental stewardship.

#### DIVERSITY

Studying, respecting and celebrating our world's rich mix of cultures, ideologies and races. Conducting GWU's recruitment, employment and advancement practices in a manner that ensures equal opportunity for all qualified faculty, staff and students without regard to race, gender, or national origin.

### TEMPLETON FOUNDATION

Gardner-Webb University is proud to have been consistently honored by the John Templeton Foundation as a "Character-Building College." The Templeton Foundation grants this recognition to a limited number of schools which have the building of character as a major part of their mission and who do what they say - build character in students.

### ACCREDITATION

Gardner-Webb University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501) to award Associate, Baccalaureate, Master's and Doctoral degrees. In addition several departmental programs are accredited by the appropriate state or national agencies. The education programs are accredited by the National Council for Accreditation of Teacher Education (NCATE) and are approved by the the North Carolina Department of Public Instruction. The M. Christopher White School of Divinity is accredited by the Association of Theological Schools in the United States and Canada. The University is authorized by the immigration authorities of the United States for the training of foreign students.

### CAMPUS AND BUILDINGS

The Gardner-Webb campus is beautiful, spacious, and rich in lawns and trees. It is designed and equipped to serve its living and learning community. Over 200 acres of rolling landscape provide more than adequate space for buildings, playing fields and landscaped areas. Extensive building and improvement projects have been completed in recent years. The present living and dining facilities are designed to serve a resident student body of approximately 1,300. Among the campus and buildings are the following:

**Athletic Fields** consist of many acres of practice and playing fields, situated around the campus, for football, baseball, soccer and softball. There is adequate space for all sports, intramural and intercollegiate.

**Bost Gymnasium and Swimming Pool** is part of the University Physical Development Complex. Renovated in 1999, it is named in memory of L.C. Bost of Shelby and Jean Bost Gardner. The facility contains basketball courts and classroom areas. The swimming pool is heated and enclosed for year-round use.

**Broyhill Adventure Course**, funded by the Broyhill Foundation and constructed in 1999, the Alpine Tower, the Climbing Straight Wall, and the Rescue Exercise provide leadership training activities for students and other groups.

**Communications Studies Hall**, formerly the Boiling Springs Elementary School, was acquired in 1990. It houses the Communication Studies Department offices, the Millennium Playhouse and classrooms for journalism, photography, television, radio and theater.

**Craig Hall** is named in memory of Hubert M. Craig, Sr., of Gaston County, a former trustee of Gardner-Webb University. The building was renovated in 1998 and houses classrooms and offices for the Education and English departments.

**Dover Campus Center**, constructed in 1966, was completely renovated in 1990. It houses the cafeteria, lounges, the Campus Shop, the Center for Congregational Enrichment, Financial Planning, and the undergraduate admissions offices. The building is named in memory of Charles I. Dover of Shelby.

**Dover Memorial Library** is named in memory of Mr. and Mrs. John R. Dover, Sr., pioneer industrialists of Cleveland County. The three-story structure, erected in 1974, is designed to provide seating for over 450 students. The library is equipped with state of the art computer technology, which provides access to libraries around the world. The holdings include several special book collections, the most notable being the library of the local post-Civil War author, Thomas Dixon, and the diaries and scrapbooks of the late Mrs. O. Max Gardner. The library houses the Belk-Ellis Multimedia Center, provided by the William Ellis family of Shelby, N.C., and the Belk Foundation. The library houses a model of Jerusalem's Herodian Temple Mount during the time of Jesus. The 240-square-foot replica, one of only two in the world of this stature, was constructed by William McGehee of Winston-Salem and donated to the school as a teaching tool. Located across from the Library is the Kathleen Nolan Dover Garden.

**Dover Memorial Chapel** is a graceful and inspiring structure which stands at the formal entrance to the campus. Erected in 1972, the interior features a 336-seat auditorium. The lower level houses the Social Sciences department and classrooms.

**Elliott Hall**, originally constructed in 1952, honors the memory of the seventh president of the University. Renovated in 1985, the building houses the Nursing Program and classrooms.

**Elliott House** houses the University radio station WGWG, a 50,000 watt stereo FM educational station broadcasting over a radius of 75 miles. Public Relations and the University Publications Department are also located in Elliott House.



**Gardner Memorial Hall**, completed in 1948, was constructed and furnished by the family of the late Governor O. Max Gardner. The building contains a recital hall, music studios and offices, classrooms, practice rooms, a band room and the campus computer technology offices.

**Hamrick Hall** was built after World War I as a memorial to area residents who gave their lives for the cause of freedom. It was destroyed by fire and rebuilt in 1940. In 1943, the rebuilt structure was named in memory of E.B. Hamrick. In 1982, the building was placed on the National Register of Historic Places. In 1998, the building was completely renovated and now houses the School of Business and the George Blanton, Jr. Auditorium.

**Lake Hollifield Complex** is named in memory of Mr. and Mrs. Hughy H. Hollifield, Gardner-Webb alumnus and trustee respectively. The lake is surrounded by walking trails, and a bell tower with a forty-eight bell carillon.

**Lindsay Hall**, completed in 1967 and completely renovated in 1992, is a three-story, air-conditioned structure. It was named in memory of David and Winifred Herbert Lindsay, of Rutherfordton. The building houses the M. Christopher White School of Divinity, the Religion and Psychology departments and classrooms.

**Lutz-Yelton Convocation Center**, completed in 1982, serves as the center of cultural and athletic activities for the area. Included in the Center is the 600-seat Kathleen Nolan Dover Theatre. The stage is fully equipped to handle all types of dramatic productions. Also included in the Center is the Paul Porter Arena, which seats 5,000 for basketball games and various meetings. Classrooms, offices for athletic administration and coaches, sports information, handball courts and athletic training facilities complete the Center.

**Noel Hall**, built in 1992, is a two-story brick structure which houses the M. Christopher White School of Divinity and academic classrooms. The hall is named in memory of Dr. and Mrs. George T. Noel, of Kannapolis, N.C.

**Noel House** contains the programs for students with disabilities. The house was named in 1986 in memory of Dr. and Mrs. George T. Noel, of Kannapolis, N.C.

**Physical Plant Offices** are located just south of the main campus on Highway 150.

**Poston Center**, named for Dr. Gene Poston, Gardner-Webb's eighth president, contains a visitors' center, the Safety and Security Department offices and Alumni Relations.

**Soccer House**, located on Highway 150, provides offices for the men's and women's soccer teams as well as the GCCSA (Greater Cleveland County Soccer Association).

**Spangler Memorial Stadium**, completed in 1966, includes a football stadium seating 6,000, a track, and a fully equipped field house. The facility is named in memory of Ernest W. and Verna Patrick Spangler of Shelby. The field house is named in honor of V.F. Hamrick of Shelby.

**Springs Athletic Facility**, constructed in 2000, houses baseball and tennis program offices as well as baseball dressing facilities. Included in the facility is a batting tunnel for the baseball and softball teams.



**Suttle Hall**, the east wing of the H.A.P.Y. complex, is named in memory of the Reverend John W. Suttle. It contains the offices of the division of Student Development, student government offices, and selected faculty.

**Suttle Wellness Center** was completed in 2000 and is named in memory of J.L. Suttle Jr., of Shelby, N.C. Added as a wing to the University Physical Development Complex, the Suttle Wellness Center contains a wellness/fitness center with state of the art exercise equipment as well as a student recreation area.

**University Physical Development Complex.** This complex consists of the Suttle Wellness Center, the Bost Gymnasium and Pool, and the office suite for the Department of Physical Education, Wellness and Sports Studies.

**Washburn Hall** was purchased and completely renovated in 1990. The building contains the offices of the College for Extended Professional Studies (GOAL), the Graduate School, and Counseling and Career Services and Academic Advising. It is named in honor of Dr. and Mrs. Gene Washburn of Boiling Springs, N.C.

**Washburn Memorial Building** is a brick structure erected in 1941 by Seaton A. Washburn in memory of the Washburn families. Originally used as a library, the building now houses the Department of Foreign Languages.

**Webb Hall** was built by the O. Max Gardner Foundation in memory of Mrs. O. Max (Fay Webb) Gardner, her parents, grandparents, and great-grandparents. The first wing was completed in 1960, and the second wing was added in 1973. The building houses administrative offices, including the office of the president. In front of the Webb Hall is the Suttle-Wall Tower of Light. The tower, built in 1969, is in memory of Joseph Linton Suttle and Dr. Zeno Wall.

**The Webb Tennis Complex**, constructed in 2000, is one of the premier tennis facilities in the region. The twelve courts are ideal for intercollegiate and recreational play. The courts are lighted for evening play.

**Williams Observatory**, named in honor of Gardner-Webb's ninth president Dr. Craven E. Williams, was built in 1990.

**Withrow Mathematics and Science Hall**, named in memory of A.T. Withrow of Charlotte, has facilities for mathematics, biology, chemistry, and physics.

**Wrestling Building**, located south of the main campus, provides office and practice space for the wrestling team.

## RESIDENTIAL STUDENT HALLS

Residential students may choose from the following eleven residential facilities which offer a range of housing options – Decker, H.A.P.Y., Lutz-Yelton, Mauney, Myers, Nanney, Royster, Spangler, Stroup, University Commons (six apartment buildings), and University Honors.

## SATELLITE CAMPUSES

**Gardner-Webb University at Statesville** is located at Statesville, N.C. A wide range of undergraduate and graduate programs is offered at this location. Schedules are arranged to accommodate the needs of working adults.

*Gardner-Webb University at Charlotte* is located at Charlotte, N.C. The GOAL program and Graduate School of Business programs are taught during the evenings and on Saturdays.

## DISTANCE LEARNING

A limited but increasing number of graduate courses are offered on an on-line format in addition to the traditional classroom format. For information contact the appropriate Dean or Program Director.

## SPECIAL ACADEMIES

### THE BROYHILL ACADEMY FOR THE STUDY OF INDEPENDENT CONCEPTS

The Broyhill Academy's programs are designed to help citizens examine basic concepts and issues, especially the preservation of individualism and a free economic system. Through a variety of conferences, symposia, and publications, the Academy provides information relative to economic, social, and ethical issues.

### B.E. MORRIS ACADEMY FOR CHRISTIAN STUDIES

The academy sponsors special learning opportunities both on and off campus to assist church and denominational leaders in their ministries.

## VISITOR'S INFORMATION

Visitors to Gardner-Webb University are welcome at all times. The administrative offices are open Monday through Friday from 8:00 a.m. until 5:00 p.m. Interviews and campus tours are available between the hours of 9:00 a.m. and 4:00 p.m. Monday through Friday. Administrative officers and members of the faculty are available at other times by appointment.

## TRAVEL INFORMATION

Gardner-Webb University is in the town of Boiling Springs, N.C., a community just outside Shelby. The University is only 13 miles from Interstate 85 and three miles from U.S. 74. It is accessible to airline services at Charlotte and Greenville-Spartanburg. The telegraph address is Shelby, and the University is served by the Shelby-Lattimore telephone exchange.

## WEB SITE

If a personal visit to campus is not possible, the University can be experienced on the Internet at [www.gardner-webb.edu](http://www.gardner-webb.edu) for all the latest information about campus life, academic programs, athletics and other events making news at GWU. Prospective students can take a campus tour, submit questions about the university, and even apply for admission through the web site.

# ACADEMIC INFORMATION

The general Academic Information in this section applies to each of the graduate schools of the University: the Graduate School, the Graduate School of Business, the M. Christopher White School of Divinity and the Graduate School of Nursing. See the section on each school for academic information specific to that program.

## COURSE REGISTRATION

Registration includes academic advising, selection of courses, and payment of fees. During preregistration, students should consult with their academic advisers on course selection and other degree requirements. However, it is the responsibility of the student, not the academic adviser, to ensure that all University graduation requirements are met.

Students will not receive credit for any course for which registration has not been completed. Unless students and their advisers consider it essential, they should not change the schedule after registration.

## LATE REGISTRATION

Students must register according to the information given at preregistration. Continuing students who register after the published mail-in deadline must pay a \$50 late registration fee. Students may register for a course after the first class meeting only with the prior approval of the professor and the dean or program director.

## DROPPING, ADDING, AND CHANGING COURSES

Changes in a student's schedule may be made by telephoning the Registrar's Office. The Dean or Director, the Financial Planning Office, the Business Office, and the adviser are notified of the change. A fee will be charged unless the change is requested by the administration.

When a student officially withdraws from a course, a grade of "W" (withdrew) is recorded during the first four weeks of the fall and spring semesters, or during the first week of a summer term. After this period a "WP" (withdrew passing) or "WF" (withdrew failing) is assigned by the professor based upon an assessment of the student's work to date in the course. No hours attempted are recorded for "W" and "WP" grades.

The last day for dropping an individual course is four weeks after midterm or a date not to exceed 75% of the course. The specific date is established each semester by the Registrar and published in registration materials mailed out by each graduate school. After this time the only courses which will be dropped are those which a student drops when withdrawing from school.

## ACADEMIC ADVISING

Each student admitted to graduate study is assigned a faculty adviser who assists the student in developing a program of study. Advisement sessions are scheduled each semester for all graduate students. It is the student's responsibility to meet with the adviser at the scheduled session or to make arrangements for an alternative meeting time. An appropriate schedule of courses leading to uninterrupted study and completion of all requirements is assured fully accepted students who remain continuously enrolled. Course scheduling, however, may prevent acceleration of the completion of degree requirements. Other schedule options are available.

## COURSE AND SCHEDULE CHANGES

The University reserves the right to cancel or discontinue any course because of small enrollment or for other reasons deemed necessary. In order to assure quality instruction, the University reserves the right to close registration when the maximum enrollment has been reached and to make changes in schedule and/or faculty when necessary.

## ACADEMIC LOAD

### GRADUATE SCHOOL

In the Graduate School a full load is six semester hours during the summer term and three to six semesters hours during each regular semester, depending on the student's program.

### GRADUATE SCHOOL OF BUSINESS

A full course load is six semester hours during fall semester, spring semester, and three semester hours each summer semester. Most students take six hours during fall and spring and three hours each summer semester. The maximum course load for students is nine hours during fall and spring semesters and three hours each summer semester. It is recommended that students who are employed full-time register for no more than six hours during fall and spring semesters.

Most students begin the program in August, but entry during spring and summer is an option. Students who begin in August and successfully complete two courses each fall, spring, and summer will graduate at the end of their second summer of study, 24 months after beginning the program. Students taking less than two courses in a semester will most likely graduate in three or four years. Six calendar years are allowed for completion of the degrees.

### SCHOOL OF DIVINITY

A minimum full-time course load for M.Div. degree students is ten hours per semester. The maximum course load for M.Div. degree students is seventeen hours per semester. This definition of a full-time load is made for those students requiring certification of full-time status for participation in insurance programs, college loan deferral programs, the receipt of veteran's benefits, or the regulations of U.S. Immigration. A class load of more than fourteen hours per semester must be approved by the student's faculty mentor. It is suggested that new students restrict their class loads to ten to twelve hours in the initial semester.

### GRADUATE SCHOOL OF NURSING

A full course load is six semester hours during fall and spring semesters and three semester hours each summer session.

The definition of a full course load is made for those students requiring certification of full-time status for participation in insurance programs, the receipt of veteran's benefits, or the regulations of US Immigration. Students enrolled full time are eligible to apply for various financial aid packages. The students should consult with the Financial Planning office regarding the availability of financial aid.

## AUDITING COURSES

Any Gardner-Webb student may audit a course for a \$100 fee. The auditor is expected to complete the special auditor registration form and to complete all course requirements, with the exception of tests and examinations. Approval of the professor and the Dean or Director is required.

## COMPUTER FACILITIES

In several locations on campus, the Gardner-Webb University student has ready access to a wide variety of computer facilities, including five minicomputer systems



and numerous microcomputers. In addition to the use of computers in the Computer Science and Management Information Systems programs, computers are an integral part of programs such as English, Education, Psychology, and Business.

Access to Internet is provided through computer labs on campus and other locations.

## LIBRARY

The Dover Memorial Library is an active and integral part of the University's academic program. The Library's collections, available on open stacks, support all areas of the curriculum with a total item count of approximately 800,000, including 200,000 volumes, 500,000 microforms, and many other materials such as videos, compact discs, and computer files. The library has print and/or online full-text access to more than 7,000 periodicals and is a selective depository for federal government documents.

In addition to its collections, the library provides numerous services to reinforce and enhance the instructional process for both on and off-campus students. Professional librarians are available for individual and group instruction. Interlibrary loan, audiovisual, and production (lamination, transparencies, etc.) services are available. The Library's home page at [www.library.gardner-webb.edu](http://www.library.gardner-webb.edu) provides information about the Library, a library handbook for students, access to our automated catalog MAX, a virtual reference page linking to recommended Web sites, and lists of recently added materials. Patrons may use the Library computers to conduct both research in the NCLIVE databases and general Internet research as well as to access the University's own collections.

## LIBRARY PRIVILEGES

Student identification cards are prepared at the time of registration. These cards are necessary in order to use the Dover Memorial Library and other facilities where identification is required. Currently enrolled students may check out materials, use interlibrary loan, etc. Library privileges require compliance with stated policies affecting return of materials. Failure to comply may result in fines and suspension of check-out privileges.

## CLASS ATTENDANCE POLICY

Regular class attendance is an important student obligation. Students are responsible for all course work conducted in class meetings. Students are required by university policy to attend a minimum of 75% of the scheduled class meetings. Furthermore, it is the prerogative of the professor to set a more stringent class attendance policy. During the first week of the semester, the professor will clearly state, in writing, the attendance policies which will govern the class. Students are responsible for knowing the number of absences that they accumulate.

Absence from class does not excuse the student from responsibility for class work. Planned class absences for official business or foreseeable personal circumstances must be negotiated with the professor before the absence and plans made for completing course work missed.

## EXAMINATIONS AND REPORTS

Comprehensive final examinations are required in every course at the end of the semester. The only exceptions are courses which require major research papers as the primary activity of the course. A student who does not take the examination at the scheduled time will receive a failing grade in that subject unless excused by the professor. If the student is excused, the grade will be recorded as Incomplete.

Grades will not be recorded if the student's account is in arrears unless satisfactory arrangements have been made with the Business Office.

## GRADES AND REPORTS

### GRADING SYSTEMS AND QUALITY POINTS

Graduation is dependent upon quality as well as upon quantity of work done.

Letter grades are used. They are interpreted in the table below, with the quality points for each hour of credit shown at the right.

| Grades  | Hours Attempted<br>Per Credit Hour | Quality Points<br>Per Credit Hour |
|---|------------------------------------|-----------------------------------|
| A - Superior  | 1                                  | 4                                 |
| B - Satisfactory  | 1                                  | 3                                 |
| C - Passing   | 1                                  | 2                                 |
| D - Marginal (Divinity only)                            | 1                                  | 1                                 |
| F - Failing   | 1                                  | 0                                 |
| I - Incomplete  | 1                                  | 0                                 |
| IN - Incomplete in Internship<br>or Practicum or Thesis | 0                                  | 0                                 |
| W - Withdrew without<br>penalty                         | 0                                  | 0                                 |
| WP - Withdrew passing                                   | 0                                  | 0                                 |
| WF - Withdrew failing                                   | 1                                  | 0                                 |

An **I** is assigned where course work is not complete because of circumstances beyond the control of the student. The student has until midterm of the following semester to complete the course work and remove the **I**; otherwise, the professor will assign an **F** grade.

A **W** will be assigned when a student withdraws from a course during the first four weeks of the semester or the first week of a summer term. After the first four weeks of the semester, a **WF** or **WP** is assigned by the professor based upon the professor's assessment of the student's work to date in the course.

## ACADEMIC PROBATION AND SUSPENSION

GRADUATE SCHOOL, GRADUATE SCHOOL OF BUSINESS,  
AND GRADUATE SCHOOL OF NURSING

### F GRADE

Any admitted student receiving a grade of **F** in a graduate course will be suspended. The student may reapply after one year. The department graduate faculty makes the decision on whether to readmit, and, if readmitted, the stipulations that will apply. If readmitted, the student must repeat at Gardner-Webb the course in which he or she received the **F**, making at least a **B**. Only the higher grade will be counted in computing the Gardner-Webb grade point average, although the lower grade will remain on the official transcript. No more than one **F** may be repeated.

### C GRADE

A student who receives nine hours of **C** grades will be suspended. The student may reapply after one year. The graduate faculty makes the decision on whether to readmit and, if readmitted, the stipulations that will apply.

### REPEATING COURSES

Courses may be taken only once with the exception given under the **F** grade policy above.

### SCHOOL OF DIVINITY

A student must have at least a 2.50 overall Grade Point Average to be awarded a degree in the School of Divinity. When the GPA falls below 2.50, the student is placed on academic probation and is so notified. In order to be removed from academic probation, the student must enroll for at least ten semester hours in the following semester and attain a cumulative GPA of 2.50. If at the completion of this semester the student has not attained a 2.50 GPA, the student may be placed on academic suspension. Students placed on academic suspension will be required to withdraw for at least one semester (not including summer sessions). After that time, students wishing to resume studies may seek readmission to the degree program. Students who are readmitted after having been placed on academic suspension will be allowed to take no more than six hours and must earn a semester grade point average of 2.50. Students failing to meet this stipulation may be subject to academic dismissal.

### REPEATING COURSES

Only courses with a grade of "D," "F," or "WF" may be repeated and then only once. When a course is repeated at the School of Divinity, only the higher grade is counted in computing the student's overall grade point average, although the lower grade remains on the official transcript.

## TRANSFER COURSES WHILE ON SUSPENSION OR PROBATION

A student may not take courses for transfer credit from another institution while on suspension or probation.

### RETENTION POLICY

GRADUATE SCHOOL, GRADUATE SCHOOL OF BUSINESS,  
AND GRADUATE SCHOOL OF NURSING

A student must have an average of 3.0 overall to be awarded the M.A., M.S., M.B.A., I.M.B.A., or M. Acc. degree. When the GPA falls below 3.0, the student is placed on probation. If, after six hours of additional work, the student does not attain a 3.0 overall, the student will be suspended. The student may reapply after one year. The department graduate faculty makes the decision on whether to readmit and, if readmitted, the stipulations that will apply.

#### SCHOOL OF DIVINITY ACADEMIC DISMISSAL POLICY

Students who fail to satisfy the requirements for removal of academic suspension after having been readmitted will be required to withdraw from enrollment in the degree program. Students who are dismissed under these conditions are not eligible for readmission.

### TRANSCRIPTS

The Registrar will furnish transcripts of credit upon written request. Official copies are \$5 each, and this fee should accompany the request.

No transcript will be issued until all the student's accounts have been settled satisfactorily.

### STUDENT ACCESS TO EDUCATIONAL RECORDS

Gardner-Webb University complies with the Family Educational Rights and Privacy Act of 1974. This Act is designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data

through informal and formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

Institutional policy explains in detail the procedures to be used by the institution for compliance with the provisions of the Act. Copies of the policy can be found in the Office of the Registrar. That office also maintains a Directory of Records, which lists all student educational records maintained by the institution. Information known as Directory Information will be published unless the student specifically requests that the Registrar's Office withhold this information. Directory Information is defined as the following: student name, local and permanent addresses, telephone numbers, date of birth, major(s), dates of attendance, previous educational institutions attended, and degree and awards received.

Questions concerning the Family Educational Rights and Privacy Act may be referred to the Office of the Registrar.

## ACADEMIC HONESTY

All work submitted by students in each course is presumed to be the student's own work. Cheating, plagiarism, or any other expression of dishonesty may result in failure in the course and possible dismissal from the University.

## FAIR PROCESS

A student who experiences a problem concerning a grade or any other aspect of a course should first discuss the matter with the professor. If the problem is not resolved, he or she should go next to the chair of the department or the coordinator/director of the particular graduate program, whichever is appropriate. If not satisfactorily resolved, the matter should be taken to the Dean or Director, who will hear only those parties involved and make a decision in the case.

## ACADEMIC APPEALS

### GRADUATE SCHOOL, GRADUATE SCHOOL OF BUSINESS AND GRADUATE SCHOOL OF NURSING

If the student is not satisfied with the decision in his or her case, that student has a right to appeal. He or she should address a letter to the Chair of the Graduate Council, stating the reason for the appeal and explaining the circumstances. If the student is asked to appear before the Council, he or she at that time may bring a representative from within the University to act as counsel. Deadline for an academic dishonesty appeal is seven days after the date of the decision being appealed. Deadline for other types of academic appeals (except for grade appeals) is eighteen months after the date of the decision being appealed. Grade appeals must be completed on or before the last day of the following semester.

### SCHOOL OF DIVINITY

A student who experiences a problem concerning a grade or any other aspect of a course, including issues relating to but not limited to academic dishonesty, should first discuss the matter with the professor. If the problem is not resolved, the student should go next to the Associate Dean of the School of Divinity. If the student or the professor is not satisfied with the decision of the Associate Dean, either party may take the matter to the Appeals Committee whose decision is final. The Appeals Committee consists of the Dean of the School of Divinity, who serves as chair, and two School of Divinity faculty members.

To initiate an appeal, the dissatisfied party should address a letter to the Dean of the School of Divinity, stating the reason for the appeal and explaining the circumstances. The Dean will convene the Appeals Committee. If the student or the pro-



fessor is asked to appear before the committee, he or she at that time may bring a representative from within the University to act as counsel. The deadline for an academic dishonesty appeal is seven days after the date of the decision being appealed. The deadline for other types of academic appeals (except for grade appeals) is eighteen months after the date of the decision being appealed. Grade appeals must be completed prior to the last day of the following semester. Grade appeals relating to courses taken during the summer must be made prior to the last day of the following fall semester.

## STUDENT GRIEVANCE POLICY (NON-ACADEMIC)

Any Student who believes he/she has been discriminated against by a member of the faculty, an employee of the University, or by a fellow student is encouraged to file a complaint. If a student believes he/she has been discriminated against in accordance with policies and practices listed under Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, or section 504 of the Vocational Rehabilitation Act of 1973, he or she may make a claim that his or her rights have been denied. Claims or grievances should be filed with the appropriate University official.

Complaints and grievances related to academic matters should be made in accordance with policies and procedures stated in the current Catalog of Graduate Programs.

Complaints and grievances related to non-academic employees of the University should be made to the supervisor of the employee or to the vice president of that area.

Complaints and grievances related to student life, student activities, residence life, counseling, safety and security, or campus ministry should be made to the Vice President and Dean of Student Development.

Complaints and grievances related to admissions practices, recruitment, and financial aid should be made to the Vice President for Enrollment Management.

Complaints and grievances related to accounts payable and business office related functions should be made to the Vice President of Business Affairs.

Complaints and grievances related to athletics should be made to the Vice President for Athletics.

Complaints and grievances related to public relations, publications, and donations to the University should be made to the Vice President for University Relations.

Complaints and grievances specifically related to the Americans with Disabilities Act (ADA)/Section 504 should be made to the Director of Human Resources, who serves as the ADA/504 coordinator. [Complaints and grievances specifically related to educational support services may be made to the Director of the Noel Program for the Disabled.] Complaints and grievances unresolved at this level may be addressed to the Human Relations Committee. The Director of Human Resources will assist with the forwarding of unresolved complaints and grievances to the Human Relations Committee. Decisions by the Human Relations Committee are subject to review by the Provost. The Provost may take whatever action he deems necessary and appropriate. The Provost's conclusions and actions are final.

If a student believes he/she has been harassed or otherwise discriminated against because of race, gender, religion, color, national or ethnic origin, age, disability, or military service, the student should report the matter immediately to the Vice President and Dean of Student Development. In the case of sexual harassment, the complaint should be made in accordance with the University's sexual harassment policy as stated in the current student handbook. If a student is not sure how to file a complaint, the Vice President and Dean of Student Development will assist the student.

Complaints should be presented orally to the appropriate University officials described above. If an informal discussion of the matter is not satisfactory, a written statement of the complaint will be requested. A written statement should contain the following:

- a. The exact nature and details of the grievance.
- b. The date, time, and place of the grievance.
- c. The names of witnesses or persons who have knowledge of the grievance.
- d. Any available written documentation or evidence that is relevant to the grievance.

The University official who receives the written complaint will investigate the complaint and take whatever action is deemed necessary and appropriate and will respond to the student in a timely manner. If a student has followed the grievance policy process and remains dissatisfied with the response to the complaint, the student may appeal to the Graduate Council or to the School of Divinity Appeals Committee, whichever is appropriate, for academic matters and to the University Appeal Board for non-academic matters. Decisions by the University Appeal Board are subject to review by the Provost. The Provost may take whatever action he deems necessary and appropriate. The Provost's conclusions and actions regarding the complaint are final.

## PROGRESS REVIEW

When the M.A., M.S.N., M.Acc., M.B.A., or I.M.B.A. student has earned between 15 and 21 hours credit, the student and the adviser review progress to date and determine additional work to be completed for the degree. At this time the adviser and the student fill out and sign a **midpoint checklist**.

## APPLICATION FOR DEGREE

A student must apply for the graduate degree during the semester preceding the final term of study. An appointment should be made with the adviser who will provide appropriate forms to be filled out to obtain the degree. The adviser will validate the information on the application. It is the student's responsibility to turn in the signed form to the Registrar. An \$80.00 application for graduation fee is required; this includes the academic regalia, diploma, and administrative costs. Students submitting applications after the published deadline must pay a \$50 late fee.

## COMMENCEMENT EXERCISES

Gardner-Webb conducts commencement exercises at the conclusion of the spring semester and at the conclusion of summer school. Each candidate for a degree must be present for rehearsal and for the conferring of degrees. The University is not obligated to grant a degree to any candidate for graduation who does not attend these exercises. Any exception to this policy must be approved in writing by the Vice President and Dean of Academic Affairs.

## GRADUATE STUDENT REPRESENTATION ON THE GRADUATE COUNCIL

The Graduate Council is the governing body for all graduate programs at Gardner-Webb except for the M.Div. and D. Min. degrees. Graduate students are represented each year on the Graduate Council by a representative who has voting privileges on the Council.

# STUDENT LIFE

Gardner-Webb University is committed to the education of the whole person. This includes the mind, the body and the spirit. To this end, the University considers the student's activities outside the classroom to be just as important as the classroom experiences. These activities and others help the student to develop social and interpersonal skills, deepen spiritual commitments, explore career opportunities, formulate a philosophy of life, develop leadership skills, and develop sound ethical and moral principles. The University supports and encourages student involvement in a variety of activities.

## ATHLETICS

### GARDNER-WEBB INTRAMURALS

The Gardner-Webb Intramural/Recreational Sports Program's purpose is to actively encourage, provide, and promote recreational activities to enrich the quality of physical, mental, spiritual, and social life for the Gardner-Webb "family."

### INTERCOLLEGIATE

Gardner-Webb University is a member of the National Collegiate Athletic Association Division I. As a member of the Atlantic Sun Conference, teams compete in men's and women's basketball, baseball, men's and women's golf, men's and women's soccer, men's and women's cross-country, women's volleyball, women's softball, men's and women's tennis and men's and women's track and field. As an associate member of the Big South Conference Gardner-Webb competes in football. Other university sponsored sports are wrestling and women's swimming. In addition to NCAA I membership, Gardner-Webb belongs to the East Coast Atlantic Conference (ECAC).

## BROYHILL ADVENTURE COURSE

The Broyhill Adventure Course is a unique outdoor adventure challenge complex that offers three experiential elements: the Alpine Tower II, the Carolina Straight Wall, and the Rescue Exercise (all built by Alpine Towers, Inc.). The combined elements offer participants an opportunity to experience climbing and problem solving as a metaphor for accomplishing group goals and achieving personal growth. Participants are given tasks or obstacles to overcome and are then asked to make the connection between the experience and their everyday lives. The Broyhill Adventure Course is based on the "Challenge by Choice" philosophy which allows participants to choose the level of involvement with which they are comfortable.

## CAMPUS MINISTRIES

While Gardner-Webb is committed to excellence in academics, it is equally committed to the spiritual growth of each of its students. To encourage and challenge the University community in their Christian growth, the Campus Ministries staff:

- Offers pastoral care to students, faculty, administration, and staff.
- Provides vocational counseling and placement assistance to students interested in church-related vocations.
- Assists students in finding a place of worship as they seek a family of faith with which to affiliate.

The Office of Campus Ministries provides numerous opportunities for the spiritual development of each student. Through student ministry organizations, students are encouraged and challenged in personal discipleship, corporate worship, and life-changing ministry and mission experiences.

## COUNSELING AND CAREER SERVICES

The Counseling Center provides personal and career counseling. Individuals are helped in developing constructive life plans, handling crisis situations, and coping with day-to-day problems. Programs and group counseling are available for special needs and interest issues. All counseling is confidential. On-campus services of the Counseling Center are made available at no additional cost to the student. Appointments can be made by contacting the Counseling Center. Referral to local community services may be made, if needed.

The Career Services Office is dedicated to serving Gardner-Webb students and alumni with an emphasis on two fundamental roles - aiding in career exploration and self-discovery and providing a myriad of resources to aid in the job search process. All Gardner-Webb students and alumni are eligible for career planning and placement services including use of SIGI-PLUS, a computerized guidance system, resume writing assistance, and job listing service. The Career Services Office also sponsors educational workshops, on-campus interviewing, and several career fairs throughout the year, again open to all current students and alumni.

The Career Services Office also administers an online resume referral and job listing service. For a complete listing of upcoming events and a current copy of the Jobs Bulletin, visit the website at [www.careers.gardner-webb.edu](http://www.careers.gardner-webb.edu). Bookmark the site and visit often, as the content of the site changes daily.

Employers are an integral part of career services. However, the Career Services Office reserves the right to refuse employers with discriminatory hiring practices. The office will also make decisions regarding third-person employers and on campus recruitment.

## VOLUNTEERISM

The Office of Volunteerism exists to provide all members of the Gardner-Webb community with meaningful service opportunities. Each year Gardner-Webb students, faculty and staff volunteer their time and talents to the surrounding community through various campus wide programs sponsored by the Office of Volunteerism. These annual programs include the Volunteer Fair, canned food drive, Salvation Army Angel Tree, Make-A-Difference Day, and others.

In addition to providing campus wide service programs, the Office of Volunteerism also serves as a resource center and clearinghouse for volunteer information. Interested individuals and groups may visit the office to receive information on various on-going and one time service opportunities.

## NOEL PROGRAM FOR THE DISABLED

The Noel Program for the Disabled provides support services to deaf, blind, and other identified disabled students.

In order to assess each disabled student's needs and to provide the necessary support services, professional documentation of a disability or disabilities must be furnished no later than three weeks prior to the beginning of services.

## RESIDENCE LIFE

The University strives to make residential living attractive, comfortable and developmental in nature. All of the residence halls are air conditioned. Students should bring linens, pillow, and other items to personalize their room. It is strongly suggested that they consult with their roommate about decor and items they want to bring.

Residence halls open the day before registration each semester and close after classes at the end of the fall, spring and summer semesters. Residence halls close during Christmas break except for international students or those participating in



University sponsored events. Students must sign-up to stay during other breaks.

Room assignments are made through the Residence Life Office. Notification of room assignment will be made during the summer.

Each residence hall is staffed with an Area Director or Graduate Resident Director and Resident Advisors. The staff is available to assist students with a variety of situations and concerns. All halls are equipped with laundry rooms and vending machines for snacks and beverages. Each room has telephone and cable TV service with DC and International access convenient to all areas of campus. In addition, the campus is wired for internet use and voice mail.

## CAMPUS SHOP

The Campus Shop, located in the Charles I. Dover Campus Center, provides all books and materials needed by graduate students for their courses of study. Textbooks are delivered to students at off-campus centers.

## UNIVERSITY POLICE

The University Police department is a multi-functional service agency whose primary purpose is to protect the University community and enforce regulations designed for safety and security of life and property. Full-time officers are professionals who have been properly trained, certified, and commissioned. Services provided by the department include traffic control, engraving for identification purposes, educational seminars, a 24-hour emergency number, vehicle entry service for "lock-outs," vehicle "jump starts," and escort service on campus. Officers patrol the entire campus on foot, on bicycles, and in marked/unmarked police vehicles. The department also employs students who are uniformed.

## VEHICLE REGISTRATION

All motorized vehicles operated on Gardner-Webb property must be registered with the University Police Office and display a valid permit. Graduate students can obtain permits for \$30.00 during registrations, orientations, and regular business hours from the Office of University Police. A summer-only registration fee is \$15. A parking regulations and restrictions manual is distributed with each permit. The University Police department is located in the Poston Center and operates on a 24-hour basis. The Poston Center also functions as a reception center Monday through Friday 8:00 A.M. until 10:00 P.M. and Sundays 2:00 P.M. until 10:00 P.M.

## IDENTIFICATION CARDS

Identification cards can be obtained from the University Police department. If a campus visit is not possible, cards can be obtained by sending a photo (passport size or larger) to the Graduate School, Graduate School of Business, or School of Divinity Office. Identification cards are issued to first time students free of charge, and replacement cards are available for \$5.00. Identification cards are valid for the duration of a student's enrollment at Gardner-Webb University

## STUDENT ACTIVITIES

The Office of Student Activities is responsible for the educational and entertainment programming for the students at Gardner-Webb University. A variety of programs is offered to help and encourage the student to grow socially, culturally and spiritually. All students are encouraged to attend and take part in campus activities.

## UNIVERSITY PHYSICAL DEVELOPMENT COMPLEX

Gardner-Webb University offers students, faculty, and staff a facility furnished with the latest state-of-art cardiovascular equipment to improve comprehensive health and wellness. The Suttle Wellness Center, one of the areas in the University Physical Development Complex, also houses a complete game room for student enjoyment along with a TV viewing area and lounge for gathering with other students and friends. The Suttle Wellness Center, the Bost Gym and swimming pool, a full aerobics workout room, and a free-weight room make up the Complex. Students, faculty, and staff are encouraged to use this facility as a means of achieving overall physical well-being and recreation.

## CULTURAL LIFE

Each year a variety of programs is offered for the cultural and intellectual enrichment of campus life.

The Department of Fine Arts brings outstanding artists and performers to the campus during the year. The Student Entertainment Association and the Student Government Association also schedule a number of events. Distinguished scholars in various fields are invited to the campus each year to provide lectures and seminars for the enrichment of the academic program.

There are also recitals in the Dover Theatre and in the O. Max Gardner Fine Arts Hall by members of the Fine Arts Department faculty and advanced students in music. Several choral and orchestral concerts are scheduled.

Plays presented by Gardner-Webb students and by visiting drama groups are also a feature of the University's cultural offerings.

## STUDENT GUIDELINES, EXPECTATIONS AND RIGHTS

Gardner-Webb University is a community of students, faculty and staff who are dedicated to learning and personal development in an environment of Christian concern. As in any community, certain standards of conduct are necessary to protect the safety, rights, health and general well-being of all members of the community. The University strives to promote concern for the good of the entire group as opposed to selfish individualism.

Each person whether student, faculty or staff voluntarily joins the University community and thus is expected to abide by rules and regulations that have been adopted to insure reasonable standards of conduct. The prohibited behavior code describes conduct which the University does not tolerate. By enrolling in the University, each student agrees to abide by University rules, regulations and expectations. The Board of Trustees has approved minimum penalties for certain of the prohibited behaviors. The University assures fundamental fairness to any student accused of involvement in prohibited behavior.

The Student Handbook describes the prohibited behavior code and the judicial process used in the event that a student becomes involved in prohibited behavior. The Handbook is distributed during orientation, at which time student rights, responsibilities and expectations are explained in greater detail. The Handbook is also available at the offices of Student Development.

Gardner-Webb University supports and is fully committed to the concept of a drug and alcohol free campus community. In order to comply with the Drug-Free Schools and Communities Act Amendments of 1989, Gardner-Webb publishes the following and makes it available to each student.

- (1) The unlawful manufacture, distribution, dispensing, possession or use of controlled substances such as but not limited to the following:

Narcotics (heroin, morphine, etc.)  
 Cannabis (marijuana, hashish, etc.)  
 Stimulants (cocaine, diet pills, etc.)  
 Depressants (tranquilizers, etc.)  
 Hallucinogens (PCP, LSD, designer drugs, etc.)  
 Designer (MDA, MDA-known as ecstasy, ice, etc.)  
 Alcohol

is prohibited by students on Gardner-Webb University's property or as any part of the university's activities. As a condition of enrollment, Gardner-Webb University students will abide by these terms.

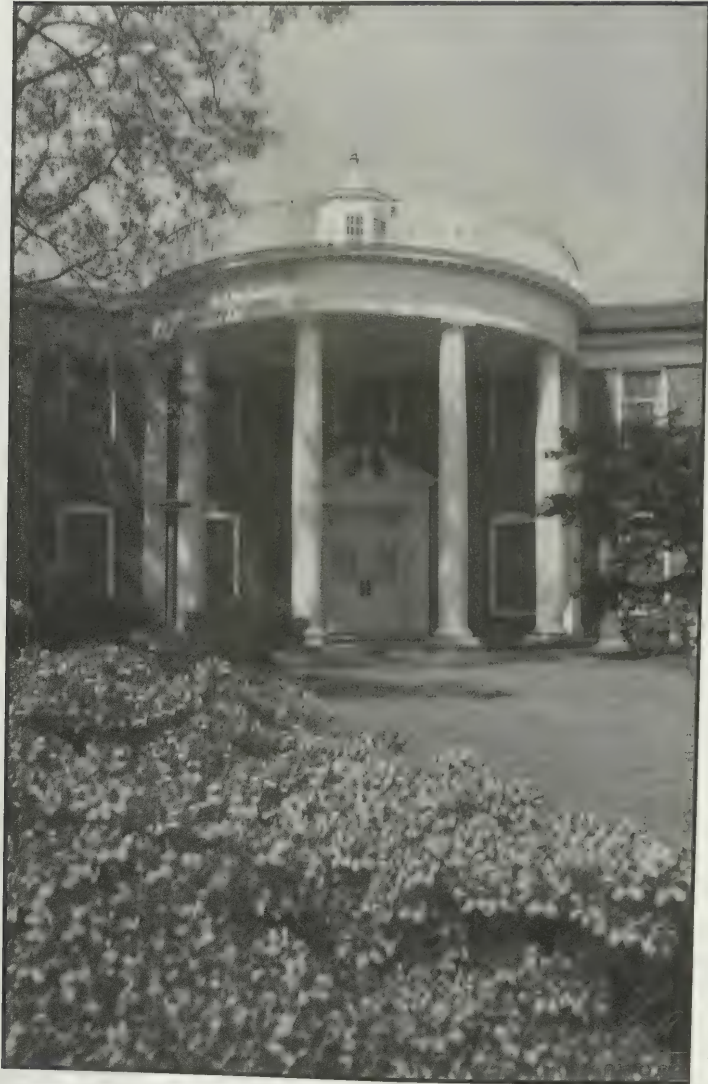
(2) Gardner-Webb will impose disciplinary sanctions on students who violate the terms of paragraph 1, above. Upon conviction, the appropriate disciplinary action, up to and including expulsion from the University and/or satisfactory participation in a drug and alcohol abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency, will be taken. More specific penalties are outlined in the Gardner-Webb University Student Handbook. Violations may also be referred to the appropriate civil authorities for prosecution under local, state, and federal law.

(3) Local, state, and federal laws prohibit the possession, and distribution of illicit drugs, alcohol and weapons. The applicable legal sanctions for various offenses are listed in the North Carolina Criminal Law and Procedure book, a reference copy of which is maintained by the University's Campus Police Department.

(4) Information describing the health risks associated with the illicit drugs and abuse of alcohol is made available to all students. Additional information and individual counseling is available through the University's Counseling Center. If necessary and at the student's expense, referral can be made to an outside agency.

(5) Local, state and federal law prohibits the possession of weapons on campus. These laws supersede any statutes which allow the possession of a concealed weapon by permit. G.S. 14.269.2







# FINANCES AND FINANCIAL AID

Gardner-Webb University offers graduate programs of high quality which prepare students for professional careers. Tuition and fees are kept at reasonable rates and are competitive with the leading universities in the region.

## TUITION FOR THE 2002-2003 ACADEMIC YEAR

|  |          |
|--|----------|
| Graduate School (M.A. Programs)                                    | \$220/hr |
| Graduate School of Business<br>(M.B.A., I.M.B.A., M.Acc. Programs) | \$250/hr |
| M. Christopher White School of Divinity (M.Div. Program)           | \$215/hr |
| Graduate School of Nursing (M.S.N. Program)                        | \$220/hr |

## EXPENSES

|  |          |
|--|----------|
| Application Fee (non-refundable)   | \$25.00  |
| Late Registration Fee  | \$50.00  |
| Transcript Fee (per copy)  | \$5.00   |
| Replacement of I.D. card   | \$5.00   |
| Automobile Registration (per year)   | \$30.00  |
| Audit Fee (per course)   | \$100.00 |
| Challenge Examination and<br>Examination for Advanced Standing Course Credit (per course)              | \$150.00 |
| School of Divinity Advanced Standing Exam Fee  | \$100.00 |
| Graduation Application Fee   | \$80.00  |
| Late Graduation Application Fee  | \$50.00  |
| Private music instruction: piano, voice, organ, and/or instrumental                                    |          |
| One 1/2 hour lesson/wk   | \$170.00 |
| Two 1/2 hour lessons/wk  | \$270.00 |
| (More than two lessons per week will be billed at \$100 per half hour of additional instruction time.) |          |
| Student Activity Fee, per semester for all M.Div students  | \$20.00  |
| (Payable to GWU School of Divinity)  |          |

## SCHOOL OF DIVINITY

### CLINICAL PASTORAL EDUCATION (CPE)

Payment to accredited providers of CPE is the responsibility of the student. This payment is to be made through the Gardner-Webb University Business Office. Registration for course credit for DSPC 200 is through the School of Divinity. Applicable scholarships are available to the student through the Director of Admissions.

## ROOM AND BOARD

- Option 1 - Full-time residents - Double occupancy room with board plan  
\$2,440 per semester.
- Option 2 - Part-time residents - Double occupancy.

A. Overnight accommodation - rate per night - \$15.

B. One night per week - per semester \$225.

C. Two nights per week - per semester \$450.

Each of the Option 2 plans is subject to space availability in the Residence Halls.

Option 3 Those who wish to live off-campus may inquire at the School of Divinity about availability and price of off-campus housing.

Option 4 Limited married student housing is available on a first-come, first-serve basis. Individuals may contact the Director of Admissions for the School of Divinity for more information.

Commuters and part-time resident students may purchase meal tickets or individual meals from the University food service.

## SCHOOL OF DIVINITY DEPOSIT

**Advanced Deposit:** Upon notification of admission to the School of Divinity, an applicant should submit a non-refundable deposit of \$150 to confirm his/her intention to attend the School of Divinity.

**Balance of Account:** The balance of the charges for the semester is due prior to enrolling for class. Those who cannot pay their accounts in full must make satisfactory financial arrangements with the University Business Office to obtain clearance to register.

## CHARGE REDUCTION POLICY FOR CLASS WITHDRAWAL

Registration in any graduate program is considered a contract binding the student for charges for the entire semester. However, it is the policy of Gardner-Webb University to give pro-rata charge reductions through 60% of the enrollment period in the event a student **OFFICIALLY WITHDRAWS** from class(es). In order to withdraw officially, the student must contact the Registrar in person or by phone at 704-406-3966. Withdrawal must be completed prior to the end of the semester in order to be official.

Reductions will be computed on total charges for tuition, room and board but not on fees and textbooks. Students leaving for disciplinary reasons will not be eligible for any reduction and will be liable for the entire semester's charges. For purposes of interpreting this policy the pro-rata charge reduction percentage is equal to the number of **calendar days** (includes weekends) remaining in the semester divided by the number of calendar days in the semester. No charge reductions will be given after the 60% period of enrollment for the semester.

When a student's charges are reduced, Federal, State, Institutional and Non-institutional Aid will be adjusted in accordance with the regulations governing the respective programs. Please contact the University Business Office for current regulations concerning these programs. Leaving the University without officially withdrawing may result in a student's forfeiting all financial aid and, thus, becoming responsible for the entire balance.

## DELINQUENT STUDENT ACCOUNTS

A student with outstanding financial obligations may be prevented from registering for the following semester. A student will not be allowed to participate in commencement exercises or receive a diploma, nor will transcripts be released, until all financial obligations are satisfied. Delinquent accounts may be referred to collection.

agencies and/or credit bureaus. Financial obligations include, but are not limited to, student account balance, parking, disciplinary and library fines, and returned checks.

## FINANCIAL ASSISTANCE GRADUATE SCHOOL (M.A. PROGRAM) AND GRADUATE SCHOOL OF NURSING (M.S.N. PROGRAM) FINANCIAL AID

Some school systems, medical centers and businesses assist Gardner-Webb graduate students in the payment of tuition and fees. Prospective students should inquire in their central offices as to the availability of such funds. Stafford Student Loans are also available to graduate students, as well as work study awards on a limited basis. The Financial Planning Office can provide details, but interested students should apply well in advance of the date of initiation of their graduate program.

### ASSISTANTSHIPS

Financial assistance in the form of assistantships is available on a limited basis to on-campus graduate students. Inquiries may be made with the department in which the student intends to enroll or in the Graduate School Office.

### GOALS FOR GRADUATE ASSISTANTSHIPS

1. Provide financial assistance and beneficial, appropriate work opportunities for academically strong graduate students.
2. Provide mature work assistance to academic programs, academic offices, and athletic programs.

### POLICIES FOR ASSISTANTSHIPS

1. Applications for assistantships may be obtained from and submitted to the Graduate School Office.
2. Awards are available for the academic year and the summer term to those students carrying a full-time academic load. They are renewable for up to three years.
3. Each department will select the individual recipients of the awards and be responsible for assigning work duties. Graduate assistants may not be assigned additional assistantship duties by any other department of the University.
4. Recipients of fellowships and/or scholarships may also receive assistantships.
5. Individual assistantship contracts must be re-evaluated yearly.
6. Service related to assistantships should follow the academic schedule and may not exceed 25 hours per week.
7. Students who are employed full time are not eligible for assistantships.

### GRADUATE EDUCATION SCHOLARSHIP

Each fall a scholarship is awarded to a new student in one of the education graduate programs. The scholarship provides full tuition remission for graduate courses in the student's program. For an application, contact the Graduate School Office. Students from under-represented populations are encouraged to apply.

### GRAVETT-JOHNSON PROFESSIONAL TRAVEL ENDOWMENT FUND

Established December 2001 by Dr. Darlene J. Gravett in memory of her parents, Arthur W. and Nadine M. Johnson, this fund provides a limited amount of money to help pay expenses for graduate students in English or English education who travel to professional conferences to make presentations. Apply through the department chair.

**M.S.N. SCHOLARSHIPS:**

**The North Carolina Master's Nurse Scholars Program**

P.O.Box 14223

Research Triangle Park, NC 27709

(919) 549-8614

(800) 700-1775

G.P.A. required: 3.0

Repaid by working as a master's prepared nurse or teaching in a nurse education program in North Carolina for one year for each year of Master's Nurse Scholars Program funding.

**Foundation for the Carolinas**

1043 E. Morehead St.

Charlotte, NC 28204

G.P.A. required: 3.0

Only for residents of North and South Carolina

**NC Health, Sciences and Math Scholarships**

North Carolina Office of Budget and Management

116 W. Jones St. Suite 2054

Raleigh, NC 27611

(919) 733-2164

Amount: \$500-\$6000

G.P.A. required: 0

Restricted to residents of North Carolina attending any US college or university. May be considered a loan that can be repaid or forgiven under a program where the student works at a specified facility for a specified amount of time.

**National League for Nursing**

1043 E. Morehead St., Suite 100

PO Box 34769

Charlotte, NC 28204

(704) 376-9541

Fax: (704) 376-1243

**GRADUATE SCHOOL OF BUSINESS**

**(M.B.A., I.M.B.A. AND M.ACC. PROGRAMS)**

**PRIVATE SOURCES**

Many companies and foundations offer assistance to students based on a variety of qualifications. Students should investigate policies of their employers as well as check with local civic organizations to determine availability of such funds.

**STAFFORD LOAN**

Subsidized, low-interest loan for eligible students who demonstrate financial need. Students make no payment while enrolled at least half-time and during the six-month grace period after graduation. Application materials and information are available at the Financial Planning Office (704) 406-4243.



## GRADUATE ASSISTANT

Awards are available for the academic year and the summer semesters to students who assist professors in research, teaching, and related academic responsibilities. Students must carry a full-time academic load.

## WORK STUDY

Positions are available having varied duties supporting daily operations in academic and non-academic departments.

## DEFERRED PAYMENT PLAN

Initial payment is one-third of the amount due when registering, including a small deferred payment charge, with the remaining balance in two equal payments.

# M. CHRISTOPHER WHITE SCHOOL OF DIVINITY (M.DIV. PROGRAM)

Financial assistance in the form of scholarships and assistantships is available. Inquiries should be made through the Director of Admissions for the School of Divinity.

## ANNUAL SCHOLARSHIPS

*Baptist State Convention of North Carolina Grants:* Grants of up to \$9,000 for a degree program are provided to students by the Baptist State Convention of North Carolina. The recipient must be Baptist, a member in good standing of a church cooperating with the Baptist State Convention of North Carolina, and take a minimum of six hours per semester. Policies and application forms are available through the Director of Admissions for the School of Divinity.

*South Carolina Baptist Convention Scholarship:* Full-time South Carolina students are eligible to apply each year for this scholarship. Students are to write to Dr. Carlisle Driggers, Executive Director-Treasurer, General Board of the South Carolina Baptist Convention, 907 Richland Street, Columbia, SC 29201 for applications.

### *Cooperative Baptist Fellowship Scholarships*

Scholarships are available through the Cooperative Baptist Fellowship (CBF) and are based on financial need, commitment to serve in Baptist life in keeping with the mission strategy of the Cooperative Baptist Fellowship, and potential success in theological education. Applications and CBF Mission Statements are available from the Admissions Office at the School of Divinity.

## ENDOWED SCHOLARSHIPS

### **Christian Service Organization Graduate Scholarships**

As part of the overall endowment corpus of the Christian Service Organization, the following scholarships have been funded:

*A. Donald and Hazel H. Allen Scholarship:* Funded by Mr. and Mrs. Donald Allen of Shelby, N.C., to support divinity school students.

*Allen-Ginn-Elliott Scholarship:* Established in 1994, this scholarship commemorates the special relationship between the Lawson Allen family, the Leonard Allen family, the Charles Ginn family, the Phil Elliott family and Gardner-Webb University.

*Herman A. and Ellen B. Beam Scholarship:* Established in 1997 by Ellen Baxter Beam of Fallston, N.C.

*Cline W. and Doris Borders Scholarship:* Established in 2000 by Cline and Doris Borders. Reverend Borders served as the Director of Missions for the Kings

Mountain Baptist Association for many years prior to his retirement.

*Curtis and Joyce Braswell*: Established in 1999 by Mr. and Mrs. Curtis Braswell of Columbia, S.C. Their son was one of the first graduates of the M. Christopher White School of Divinity.

*T. F. and Doris M. Bridges Scholarship*: T.F. and Doris M. Bridges established this scholarship in 1999 to express their commitment to Christian higher education and the values held by Gardner-Webb University.

*Mattie T. Christopher and Etta S. Butterworth Scholarship*: Established in 1995 by A. Donald and Joyce A. Christopher of Wilmington, N.C., in honor of Mrs. Etta S. Butterworth and in memory of Mrs. Mattie T. Christopher, mothers of the donors.

*Cleo P. and James E. Chadwell Scholarship*: Established in 2000 by Mrs. Cleo Chadwell of Shelby, N.C. in memory of her husband James.

*Kenneth Howard Cole Memorial Scholarship*: Established in 1996 by Lucille Hamner Cole of Shreveport, Louisiana, in memory of her husband. Family members have added to the endowment corpus.

*Donald S. and Kaye A. Cook Scholarship*: Established in 2000 by the University to honor the retirement of Dr. Cook, Distinguished Professor of New Testament Interpretation in the divinity school.

*J. Hugh and Mildred Cornwell Scholarship*: Established in 1996 by Mr. and Mrs. Hugh Cornwell of Forest City, N.C.

*Ralph W. and Sybil Y. Dixon, Sr. Scholarship*: Established in 1996 by Mr. and Mrs. Ralph W. Dixon, Sr. of Fallston, N.C.

*Double Shoals Baptist Church Scholarship*: This scholarship was established by the members of Double Shoals Baptist Church of Cleveland County, N.C.

*Charles W. "Buddy" Freeman Scholarship*: Established in 1993 by friends of Buddy Freeman, Gardner-Webb alumnus.

*Stephen Burgess Greene Memorial Scholarship*: Established in 1994 by Rush and Margaret Greene in memory of their son.

*George Edgar and Jennie Lee Hampton Memorial Scholarship*: Established in 2001 by Howard Glenn and Lucille Hampton Daniel of Rutherford County to honor the memory of Dr. Daniel's parents.

*Russell L. Hinton Memorial Scholarship*: Established by Mrs. Lillie Hinton in memory of her husband, a noted pastor in Cleveland County, N.C.

*H.S. and Sandra Keeter, Jr. Scholarship*: Established in 1998 by Mr. Keeter, a Gardner-Webb trustee and Mrs. Keeter, a Gardner-Webb alumnae.

*Bobby Joe and Betty B. Kendrick Scholarship*: Established in 1995 by Mr. and Mrs. Bobby Joe Kendrick of Shelby, N.C.

*Robert L. and Rhea Lamb Scholarship*: Established by Dr. and Mrs. Lamb to provide financial assistance for divinity students. Dr. Lamb was the founding Dean of the School of Divinity and has been honored as Dean Emeritus.

*Roland and Lois Leath Scholarship*: Initiated in 1997 and funded by friends of Roland and Lois Leath of Shelby, N.C.

*Robert H. and Betty Lutz Scholarship*: Established in 1995 and funded by the Lutz Foundation of Cliffside, N.C. the scholarship honors Mr. and Mrs. Robert H. Lutz of Shelby, N.C.

*Robert H. and Betty Lutz Scholarship*: Established and funded by Mr. and Mrs. Robert H. Lutz of Shelby, N.C., longtime supporters of the Christian Service Organization.

*Thomas W. and Elene C. Martin Scholarship*: Established in 1995 by Mr. and Mrs. Martin of Lattimore, N.C.

*McInnis-Smith-Best Scholarship*: Initiated in 1993 by Herman and Margaret Best of Shelby, N.C. in memory of the Reverend Neill McInnis, father of Mrs. Best, and in honor of the Reverends Rockwell Smith and David Herman Best, brother-in-law and son of the Bests.

*Robert G. and Mary Francis Moore Scholarship:* Established by R.G. and Mary Francis Moore of Cliffside, N.C.

*Don and Becky Morgan Memorial Scholarship:* Initiated in 1998 by Dr. Robert E. Morgan, Professor Emeritus of Gardner-Webb, in memory of his brother and sister-in-law.

*Gilbert and Sue Morgan Memorial Scholarship:* Initiated in 1998 by Dr. Robert E. Morgan, Professor Emeritus of Gardner-Webb, in memory of his father and mother.

*James A. and Ganell Pittman Scholarship:* The Reverend and Mrs. James A. Pittman of Roanoke Rapids, N.C. established this scholarship in 1994.

*Charles H. and Jo B. Rabon Scholarship:* This scholarship was initiated in 1995 by family and friends of Dr. and Mrs. Rabon in honor of their commitment to Christian higher education.

*James E. and Robin M. Robbins Scholarship:* Established in 1994 by Mr. and Mrs. James E. Robbins of Rutherford County.

*Mafrey Richardson and Edward H. Sessom Scholarship:* The Reverend and Mrs. Edward H. Sessom of Cleveland County established this scholarship in 1994.

*Ralph and Clevie Spangler Scholarship:* Established in 1996 by Mr. and Mrs. Ralph Spangler of Lawndale, N.C.

*Addie Crofts Sparks Memorial Scholarship:* Initiated in 1996 by Carl and Faye Spangler to honor the memory of Faye's mother, Mrs. Addie Crofts Sparks.

*Foster C. "Pluto" Sprinkle Memorial Scholarship:* Established in 2000 by Anita Sprinkle Roberts of Shelby, N.C. to honor the memory of her father.

*R. Wayne Stacy Scholarship:* Established in 1998 by Mrs. Stuart W. Upchurch of Raleigh, N.C., to honor her former pastor Dr. R. Wayne Stacy.

*Henry C. and Neno L. Taylor Family Scholarship:* The descendants of Mr. and Mrs. Henry C. Taylor of Connelly Springs, N.C., established this scholarship in 1994 as an act of appreciation for their Christian lives.

*Gene L. Watterson Scholarship:* Established in 1994 by members of First Baptist Church, Shelby, N.C., the scholarship honors their pastor, Dr. Watterson, on his retirement for his years of ministry.

*M. Christopher and Linda F. White Scholarship:* Established in 1993 by Dr. and Mrs. Chris White. Dr. White has served as president of Gardner-Webb University since 1986.

*Paul Wilson Sunday School Class:* The Paul Wilson Sunday School Class of First Baptist Church, Shelby, N.C., established this scholarship in 1995.

Other Christian Service Organization Graduate Scholarships:

W. Anderson and Shirley S. Blanton; F. Glenn and Ray Cornwell; John Ed and Essie D. Davis Memorial; J. W. Gantt, Jr., and Mrs. Edna R. Gantt; William K. and Ann T. Gary; L. T. Hamrick Memorial; Carl and Tyner Ivester Memorial; James L. Jenkins Memorial; Mildred Johnson; Dorothy B. Keeter Memorial; Roger H. and Denise S. McKee; R. Thad Parsons, III; R.E. and Bonnie R. Price; Reverend and Mrs. W. Bruce Rabon; Lester and Bertie Taylor and Carl and Frances Shook; Foster C. Sprinkle; Tri-City Concrete; Roy and Joyce Wyatt; David and Melissa White.

## SCHOOL OF DIVINITY ENDOWED SCHOLARSHIPS

In 1993 Gardner-Webb University established the M. Christopher White School of Divinity to provide graduate level professional education for ministers. As part of the overall endowment corpus the following scholarships have been funded:

*Baptist State Convention of North Carolina:* Established in 1996 by action of the Baptist State Convention, the trust provides scholarships for students in the School of Divinity. Recipients must be residents of North Carolina and members of Baptist churches cooperating with the Baptist State Convention.

*Thomas Hudson and Penelope Parker Biles Memorial Scholarship:* This scholarship was initiated in 1997 by Dr. Paul Biles, the son of Mr. and Mrs. Thomas Hudson Biles.

*Robert H. and Karen Blalock, Jr. Scholarship:* Established in 1996 by Mr. and Mrs. Robert Blalock of Gastonia, N.C. Preference is given to students from Gaston County, N.C.

*C. David Boan Scholarship:* Established in 1996 by Mrs. Helen J. Smith of Pageland, S.C., the scholarship honors her former pastor, Dr. David Boan, an alumnus of Gardner-Webb University.

*Lewis and Gladys Boroughs Scholarship:* Established in 1997 by Mr. and Mrs. Lewis Boroughs of Greensboro, N.C.

*J. Harold and Peggy Craig Scholarship:* Established in 1995 by the Penelope Baptist Church of Hickory, N.C. in honor of J. Harold Craig and in memory of Mrs. Craig. The scholarship provides financial assistance to students in sacred music.

*Robert Z. and Jennie B. Falls Scholarship:* Initiated in 1993 by Mr. and Mrs. Robert Z. Falls of Shelby, N.C.

*Charles and Carolyn Horton Scholarship:* Established in 1999 by family and friends of Charles and Carolyn Horton. For many years Dr. Horton was pastor of the College Park Baptist Church in Orlando, FL.

*John and Jean Lewis Scholarship:* Established in 2001 by members of First Baptist Church of Raleigh, N.C., this scholarship honors the ministry and lives of John and Jean Lewis.

*Thomas McFarland Linnens Memorial Scholarship:* This scholarship was initiated in 1993 by Boiling Springs Baptist Church of Boiling Springs, N.C., in honor of Dr. Linnens, who was pastor of the church for many years. First preference is given to students from Boiling Springs Baptist Church, with second preference given to students from other churches in the Kings Mountain Baptist Association.

*Ira McCluney Memorial Scholarship:* This scholarship was established in 2000 by Mrs. Jessie McCluney Wallace to honor the memory of her father, Ira McCluney and to express her commitment to Christian theological education.

*William T. and Mabel Hoke Nolen Scholarship:* This scholarship was established in 2000 by Mr. and Mrs. W. T. Nolen of Gastonia, N.C.

*Penelope Baptist Church Scholarships:* Established in 1993 by the Penelope Baptist Church of Hickory, N.C.

*Frances and Bob Riley Scholarship:* This scholarship was established in 1993 by April and Garland Bolejack of Shelby, N.C. to honor April's parents, Frances and Bob Riley.

*Springvale Baptist Church - Reverend Paul Bullington Scholarship:* Initiated by the Springvale Baptist Church of Lugoff, S.C., in 1998.

*Carl M. and Fannie K. Spangler Christian Education Scholarship:* This scholarship was established in 1992 in memory of Carl M. Spangler and in honor of Fannie K. Spangler by their children.

*H. Straughan and Eloise Brown Stokes Memorial Scholarship:* This scholarship was established in 2000 by Mr. and Mrs. Henry B. Stokes of Winston-Salem, N.C., to honor the memory of H. Straughan and Eloise Brown Stokes.

*Underwood-Watson Scholarship:* Established in 1994 by the Reverend James A. Pittman and his wife Ganell of Roanoke Rapids, N.C., the scholarship honors two professors who made a lasting impression on him during his student years at Mars Hill College. The scholarship honors Dr. Evelyn Underwood and Mrs. Elizabeth Watson.

*Ed and Laura Anne Vick Travel Fund:* Initiated in 2000 by Mr. and Mrs. C.E. Vick, Jr., of Raleigh, N.C., to provide scholarship to worthy and needy students to participate in the Biblical Studies Travel Study Program.

*Roy O. Warren and Juanita H. Warren Christian Educational Fund:* Roy Warren left the bulk of his estate to First Baptist Church, Winston-Salem, N.C., for the purpose of establishing this fund. It was initiated in 1999 to provide assistance for Baptist students with financial need, with preference given to students who are members of



First Baptist Church, Winston-Salem.

*Joe C. and Estilla McSwain Washburn Memorial Scholarship:* Established in 1993 by various descendants of Joe C. and Estilla McSwain Washburn of the Double Springs Community of Cleveland County, North Carolina.

*W. Wyan and Emily D. Washburn Scholarship:* Dr. and Mrs. Wyan Washburn of Boiling Springs, N.C., established this scholarship in 1993. Dr. Washburn served as the University physician for many years.

*Carlos L. and Constance C. Young Scholarship:* Established in 1993 by Mr. and Mrs. Carlos L. Young of Shelby, N.C.

*H. Fields and Ruth B. Young, Jr. Scholarship:* Established in 1993 by Mrs. H. Fields Young, Jr. of Shelby, N.C., in memory of her husband.

*Margaret B. and H. Fields Young III Scholarships:* Established in 1999 and 2000 by Mr. and Mrs. Young of Shelby, N.C. Mr. Young is a trustee and served as chair of the University's most successful capital campaign.

#### **Other School of Divinity Scholarships:**

Elizabeth Baptist Church; Erwin and Virginia Phillips; First Baptist Church, Shelby, N.C. ; Nations Ford Baptist Church, Charlotte; R.L. and Dorothy B. Maynard; Ann King Rouse Memorial; Wade S. and Sophia S. Shepherd; Springvale Baptist Church, Bullington, N.C.; Fred and Jean Mauney.

### **MATCHING SCHOLARSHIP PROGRAM:**

Scholarships for students who reside outside of North Carolina are available. The recipient must be a member in good standing of a Baptist church affiliated with the Southern Baptist Convention and/or the Cooperative Baptist Fellowship. The church must provide a scholarship to the School of Divinity for the student. These scholarships provide assistance of up to \$3,600 toward the cost of the degree program to participating students. Policies and application forms are available through the School of Divinity Admissions Office.

### **FINANCIAL SUPPORTERS:**

The M. Christopher White School of Divinity is dependent upon the financial support of numerous individuals, churches, and businesses. This support allows the School of Divinity to keep the tuition low. Some of the supporting churches are as follows:

Alexander Baptist Church,  
Alexander Mills, NC  
Berea Baptist Church, Greenville, NC  
Boiling Springs Baptist Church,  
Boiling Springs, NC  
Brentwood Baptist Church,  
High Point, NC  
Calvin Heights Baptist Church,  
Morganton, NC  
Camps Creek Baptist Church,  
Mooresboro, NC  
Carmel Baptist Church, Charlotte, NC  
Chadbourne Baptist Church,  
Chadbourne, NC

Double Shoals Baptist Church,  
Lawndale, NC  
Double Springs Baptist Church, Shelby, NC  
Elizabeth Baptist Church, Shelby, NC  
Emorywood Baptist Church,  
High Point, NC  
First Baptist Church, Asheville, NC  
First Baptist Church, Boone, NC  
First Baptist Church, Clarkton, NC  
First Baptist Church, Enfield, NC  
First Baptist Church, Fayetteville, NC  
First Baptist Church, Forest City, NC  
First Baptist Church, Gaffney, SC  
First Baptist Church, Gastonia, NC

- First Baptist Church, Goldsboro, NC  
 First Baptist Church, Greensboro, NC  
 First Baptist Church, Greenville, SC  
 First Baptist Church, Hickory, NC  
 First Baptist Church, Laurinburg, NC  
 First Baptist Church, Lenoir, NC  
 First Baptist Church, Lumberton, NC  
 First Baptist Church, Morganton, NC  
 First Baptist Church, Raleigh, NC  
 First Baptist Church,  
     Rutherfordton, NC  
 First Baptist Church, Sanford, NC  
 First Baptist Church, Shelby, NC  
 First Baptist Church,  
     Southern Pines, NC  
 First Baptist Church, Spindale, NC  
 First Baptist Church, Spruce Pine, NC  
 First Baptist Church, Statesville, NC  
 First Baptist Church, Sylva, NC  
 First Baptist Church, Tryon, NC  
 First Baptist Church, Wadesboro, NC  
 First Baptist Church, Wilson, NC  
 First Baptist Church,  
     Winston-Salem, NC  
 Flint Hill Baptist Church, Shelby, NC  
 Green Hill Baptist Church,  
     Rutherfordton, NC  
 Grove Park Baptist Church,  
     Clinton, NC  
 Holly Springs Baptist Church,  
     Rutherfordton, NC  
 Jersey Baptist Church, Linwood, NC  
 Knollwood Baptist Church,  
     Winston-Salem, NC  
 Lakeside Baptist Church,  
     Rocky Mount, NC  
 Lakewood Baptist Church,  
     Durham, NC  
 Lattimore Baptist Church, Lattimore, NC  
 Lavonia Baptist Church,  
     Mooresboro, NC  
 Lawndale Baptist Church, Lawndale, NC  
 Momeyer Baptist Church,  
     Nashville, NC  
 Nations Ford Baptist Church,  
     Charlotte, NC  
 New Bethel Baptist Church,  
     Lawndale, NC  
 Norman's Grove Baptist Church,  
     Lawndale, NC  
 Patterson Grove Baptist Church,  
     Kings Mountain, NC  
 Penelope Baptist Church,  
     Hickory, NC  
 Pleasant Ridge Baptist Church,  
     Shelby, NC  
 Providence Baptist Church,  
     Charlotte, NC  
 Ramoth Gilead Baptist Church,  
     Elizabeth City, NC  
 Shadybrook Baptist Church,  
     Kannapolis, NC  
 Snyder Memorial Baptist Church,  
     Fayetteville, NC  
 Southport Baptist Church, Southport, NC  
 Spencer Baptist Church,  
     Spindale, NC  
 Trinity Baptist Church, Benson, NC  
 University Baptist Church,  
     Chapel Hill, NC  
 West Asheville Baptist Church,  
     Asheville, NC  
 Westview Baptist Church,  
     Shelby, NC  
 Wilson Baptist Church, Wilson, NC  
 Yadkin Baptist Church,  
     Statesville, NC  
 Zion Baptist Church, Shelby, NC

# THE GRADUATE SCHOOL

## THE PURPOSE OF THE GRADUATE SCHOOL

The purpose of the Graduate School is to provide high quality graduate programs to students who hold bachelor's degrees from regionally accredited institutions and who are, for the most part, full-time professionals (teachers, counselors, administrators) working in their fields. The curricula emphasize independent, critical thinking; effective communication; and the importance of the educator/counselor/nurse as theorist and practitioner.

The Graduate School is administered through the Graduate School Office, under the supervision of the Dean of the Graduate School. This office is responsible for the overall coordination of graduate programs leading to master's degrees in Mental Health Counseling, Elementary Education, English, English Education, Middle Grades Education, School Administration, School Counseling, and Sport Science and Pedagogy. The Dean of the Graduate School also administers the graduate assistantship program.

## GOALS

In order to fulfill its purpose, the Graduate School has the following goals:

1. To ensure that students receive high quality instruction from graduate faculty who encourage independent thinking, who integrate current trends and research into the classroom, and who model the professional as theorist and practitioner.
2. To ensure that the curricula for the various graduate programs provide students with both depth and breadth of content.
3. To ensure that students receive accurate, timely, and helpful advising information.
4. To ensure that graduate assistants are being used in a way that will increase skills and knowledge in their respective fields.

## ADMISSION PROCEDURES

Application materials are available from the Graduate School Office. Students may enter at the beginning of any semester or summer term. To apply for initial admission to graduate study, the applicant should:

1. Submit an application to the Graduate School Office, Gardner-Webb University with a \$25 non-refundable processing fee.
2. Arrange for an **official transcript** of all previous academic work beyond the high school to be sent directly from each institution attended. The Privacy Act requires that each student request in writing that transcripts be released to the Graduate School Office. (Use form provided with application.)
3. Arrange for submission of scores on either the Graduate Record Examination, PRAXIS II Subject Assessment, or Miller Analogies Test.
4. Submit three professional references on graduate reference forms.
5. For appropriate programs provide evidence of A level North Carolina Teacher's license or equivalent.

When all documents have been received, they will be evaluated by the Dean of the Graduate School and the chair or coordinator of the program area. The applicant will be notified of the decision. Prospective counseling majors must schedule an interview with the appropriate faculty members before formal admission. (See

descriptions of those programs for additional admissions requirements.) Students are notified of their admission status as soon as possible after completing the admissions process. Because of the confidential nature of some items of information required for admission, the University reserves the right to reject any applicant without stating a reason.

International Students follow the usual procedure for admission with these exceptions:

1. Transcripts must first be submitted to World Education Services for evaluation before being mailed to the Graduate School Office. Application for WES evaluations may be found in the Graduate School office or online at [www.WES.org](http://www.WES.org).
2. A satisfactory TOEFL score must be submitted unless English is the native tongue.
3. A Gardner-Webb form, Statement of Financial Responsibility, must be filled out, signed, and accompanied by a letter from student's or sponsor's bank showing amount to cover one year of graduate study.
4. Once the student's file is completed and an admissions decision has been made, the Graduate School Office will send the student an I20 Form, enabling the student to apply for a visa.

## TYPES OF ADMISSION STATUS

Admission for graduate study at Gardner-Webb University is granted in the following categories.

### FULL ADMISSION

An applicant who meets all criteria for admission to the Master of Arts degree program is granted full admission. These requirements include the following: a bachelor's degree from a regionally accredited institution of higher learning with a minimum 2.50 grade point average; an A level teaching license or equivalent for those who are pursuing a graduate degree leading to graduate level licensure; satisfactory scores on either the Graduate Record Examination, PRAXIS, or the Miller Analogies Test; and three positive letters of evaluation (see the Counseling and Nursing Programs for additional requirements).

### PROVISIONAL

An applicant who does not meet the formal requirements for full admission to a degree program may be granted provisional admission. A student admitted with provisional status must meet any conditions attached to his/her admission before being granted full admission. Deficiencies may include lack of undergraduate course prerequisites, low test scores, low undergraduate grade point average, or the need to complete student teaching or teacher licensure. No student may be admitted to a degree program who has a grade point average lower than 2.25 on all college work attempted or the last 64 hours of undergraduate work attempted.

### SPECIAL

A student entering a graduate program to take courses for professional or career enhancement as a non-degree seeker is granted special admission. A maximum of six semester hours may be taken as a special student and applied toward a master of arts degree at Gardner-Webb.

**Initial "A" Level Licensure:** Applicants who hold a baccalaureate degree but who do not hold a North Carolina "A" level Teacher's License or its equivalent may



apply for admission as Special Students to the approved Program for Teacher Licensure. The Department of Education and the appropriate department offering the specialty studies will evaluate all undergraduate work.

**Graduate Level Licensure:** In some programs, students may pursue graduate level licensure without pursuing a graduate degree. Applicants who have earned a master's degree and who wish to earn a graduate level license in an additional area of specialization may apply for admission as Special Students. An evaluation of undergraduate and graduate work is required to determine courses necessary for graduate level licensure. Students must successfully complete the appropriate specialty area portion of the PRAXIS.

**Public School Personnel:** Public school teachers applying for the first time for courses solely for "A" level license renewal credit may be admitted as Special Students by completing the Graduate School application form and by presenting an official transcript showing completion of the bachelor's degree. If, however, credit is to be applied to a graduate degree, the student must make specific application for this credit before the completion of six hours, as well as meet all requirements for admission as a graduate degree student. Public school teachers and administrators applying for the first time for courses solely for graduate level license renewal credit may be admitted as Special Students by completing the Graduate School application and by filing an official transcript showing completion of the master's degree.

## TRANSIENT

Transient status is assigned to an applicant from another recognized graduate institution who desires enrollment at Gardner-Webb to take courses for transfer to the institution in which he or she is enrolled as a degree candidate. A transient student must submit an application for admission and a letter from the dean or director of the program in which he or she is regularly enrolled indicating good standing.

## APPLICANT

An applicant to a graduate program may be granted permission to register for one semester of course work prior to the completion of the admission procedure. Credit earned will be considered graduate level work but may not be counted toward a Master of Arts degree at Gardner-Webb until the student meets admissions criteria when all credentials are assessed. The student must be admitted to the Graduate School in order for him or her to register for a second term of course work.

## AUDITOR (SEE PAGE 14)

## TRANSFER OF COURSES FOR GRADUATE CREDIT

The primary purpose of the transfer of credits policy is to grant incoming students credit for work previously completed. Students are expected to take the appropriate courses offered by Gardner-Webb once they enter the program. However, permission may be granted to take courses offered by other institutions when the appropriate course is not offered by Gardner-Webb or when it is more convenient for the University to approve a course for transfer than to offer the course by special arrangement. Students must satisfy licensure competencies as well as perform satisfactorily on program comprehensive exams. **In addition, the Registrar's Office must have an original transcript on file showing the transfer course(s) before commencement or the student's graduation may be delayed.**

With the approval of the coordinator/director of the graduate area and the Dean

of the Graduate School, a maximum of six semester hours may be accepted from another accredited graduate school toward the fulfillment of requirements for a graduate degree at Gardner-Webb. A maximum of nine semester hours may be accepted into counseling programs. Credit will not be given for courses taken more than six (6) calendar years before applying for admission to graduate study. Students currently enrolled in a graduate degree program at Gardner-Webb must have prior written approval to take courses from another institution for transfer credit.

Transfer credit will not be accepted for any course in which students earned below a grade of B. A student may not take courses for transfer credit from another institution while on suspension or on probation.

## GRADUATE CREDIT FOR UNDERGRADUATE STUDENTS

Undergraduate students who want to take graduate courses for graduate credit are limited to six semester hours and must obtain permission of the faculty member teaching the course and the appropriate graduate coordinator or department chair before registering for a graduate course.

Students who earned a bachelor's degree at Gardner-Webb University may not transfer for graduate credit any 500- or 600-level course taken as an undergraduate if that course contributed in any way to the requirements for the bachelor's degree. Graduate level courses that did not contribute toward the bachelor's degree may, at the discretion of the department chair, count toward the master's degree or graduate level license.

## READMISSION OF FORMER STUDENTS

Any student who does not register for three consecutive terms (the two summer sessions count as one term) must apply for readmission before resuming graduate work. No application fee is charged for readmission.

## TIME LIMITS

Students have a time limit of six (6) calendar years to complete their degree from the beginning of the term in which they are initially accepted.



# ACADEMIC INFORMATION

Gardner-Webb offers the Master of Arts (M.A.) degree in the following areas: Mental Health Counseling, Elementary Education (K-6), English, English Education (9-12), Middle Grades Education (6-9), School Administration (K-12), School Counseling (K-12), and Sport Science and Pedagogy.

M.A. courses are offered in evenings and during summer months to accommodate the schedules of working professionals, both at on-campus and off-campus locations in North Carolina. Off-campus courses are offered in a format which brings all course work to the off-campus site except for class meetings at a library facility. Graduate students are not required to meet a residency requirement.

For students who have met all prerequisites, the programs consist of from 30 to 48 semester hours, depending upon the degree area.

## LIBRARY SERVICE POLICY FOR GRADUATE STUDENTS AT OFF-CAMPUS CENTERS

The following agreement has been reached with the C.G. O'Kelly Library at Winston-Salem State University to assist Gardner-Webb graduate students attending the Forsyth and Surry centers.

1. Area students who are **Non University of North Carolina** affiliated may utilize the circulation, reference and periodical collections at Winston-Salem State University by becoming city patrons. The annual fee is ten (\$10.00) per person. This fee does not include remote access to **NC LIVE**.
2. Valid identification verifying current enrollment at Gardner-Webb University must be presented at the time of application. A card with an identifying bar code and the patron's address will be maintained at the Circulation Desk. An identification card such as a driver's license should be presented for all subsequent circulation transactions.
3. Books from the main collection are checked out for three weeks or until the end of the academic term for Winston-Salem State University, whichever is less. Items in the reserve collection may be used within the library only.
4. Fines accrue at twenty-five cents per day; abuse of overdue and fine regulations will result in loss of check-out privileges.
5. Patrons are notified of overdue items. Unpaid fines and lost book charges will be forwarded to Gardner-Webb University for collection. Books may not be checked out by patrons having \$25 or more in outstanding fines and/or overdue materials.
6. Check-out of heavily used materials may be restricted at the discretion of the library staff.
7. Lost book charges include book replacement cost plus a five-dollar handling fee.
8. Changes in address must be reported to the C.G. O'Kelly Circulation staff.
9. Periodicals, reference books and other non-circulation materials may NOT be borrowed for outside use.
10. Web/Internet connections to University of North Carolina system online catalogs are available at all online terminals.

Students may also use the facilities of the Z. Smith Reynolds Library at Wake Forest University; there is a fee for check-out privileges.

Students attending off-campus classes may call Dover Memorial Library on campus at 800-253-8330 to request books and materials or access the library via internet at [www.gardner-webb.edu](http://www.gardner-webb.edu).

## CHALLENGE EXAMINATION POLICY

When, in the opinion of the appropriate graduate faculty, a student has experience and/or training comparable to that taught within a particular graduate course, the student may request the option of taking a challenge examination to demonstrate mastery of the course content. This challenge examination will be an in-depth and comprehensive assessment of the student's ability to answer questions on course content. An acceptable grade on the examination will permit the student to apply for waiver of that course requirement. However, the student will be held responsible for all course material on the comprehensive examination.

To request the opportunity to take a challenge examination, the student must present, in writing, justification for such an examination. The graduate faculty for the student's specialty area will review the request and, if they deem appropriate, refer it to the course professor. Either the adviser or the professor may deny the request. If it is accepted, the challenge examination will be administered at the discretion of the course professor. If the examination results are acceptable, the program coordinator will notify the Dean of the Graduate School, who will send written confirmation of the approval to the student, his or her adviser, and the Registrar's Office. Upon payment of the \$150 per course challenge fee, the student will be credited with the appropriate number of hours for the approved course. No grade will be assigned or averaged into the quality point average.

The number of total hours challenged or transferred may not exceed student's graduate program guidelines.

## COMPREHENSIVE EXAMINATIONS

The successful completion of a comprehensive examination is required for some graduate programs. The following policies govern the administration of this examination.

1. The comprehensive examination includes questions related to the student's entire program, and the entire examination is read and approved by the student's comprehensive examination committee.
2. Only written comprehensive examinations are administered.
3. Students may take the comprehensive examination either during their last semester of course work or the following semester.
4. Successful completion of the comprehensive examination is not a part of any existing course structure.
5. Comprehensive examinations are evaluated by a Graduate Faculty Examination Committee, composed of at least three persons selected by the chair or coordinator of the appropriate department. A Comprehensive Examination Form, signed by the committee, is submitted to the Graduate School Office and becomes a part of the student's records. Successful completion of the comprehensive examination is defined as approval by a majority of the examining committee.
6. Students who fail the comprehensive examination may be retested on the failed portion(s) of the examination after a minimum of two weeks from the date of the first examination. Students who fail the comprehensive examination a second time must make written appeal to the Graduate Council in order to be considered for a third examination. Comprehensive examinations may be taken only three times.
7. The Graduate School Office mails out guidelines every semester in registration packets.

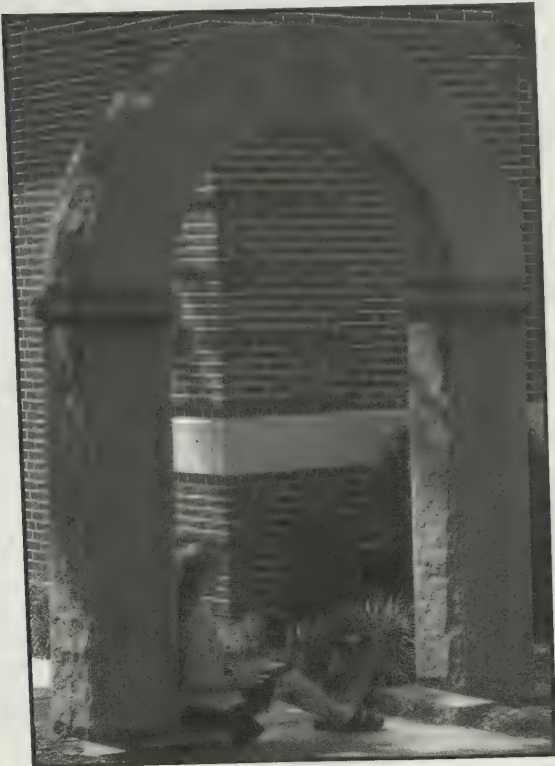
## APPLICATION FOR GRADUATE LICENSURE

An application for the North Carolina graduate level license must be filed with the Licensing Agent, currently the Dean of the School of Education, who may assist students in planning their program of study so that North Carolina licensure requirements may be met. With the exception of the school counseling program, one must



hold, or be eligible to hold, an "A" level license before applying for graduate level license. Gardner-Webb will not recommend students for a graduate level license unless they have completed an approved program and scored satisfactorily on the appropriate area exam of the PRAXIS or, for school administration students, the state standards board exam. Students pursuing graduate and undergraduate level licensure must meet the requirements for both levels, including successful completion of the appropriate specialty area portion of the PRAXIS. Students applying for "licensure only" must meet the same requirements as those students applying for the complete degree. An application fee is required.

Certified checks in payment for state licensure must be made payable to the North Carolina Department of Public Instruction. Official transcripts of any transfer credits applied toward the Master of Arts degree at Gardner-Webb must be submitted both to the School of Education and the Graduate School Office. One of these transcripts will be sent to the State Department of Public Instruction with the application for Graduate Licensure.



# GRADUATE PROGRAMS AND COURSES OF INSTRUCTION

## MASTER OF ARTS IN EDUCATION

The Master of Arts in Education builds upon the instructional expertise, leadership qualities, and skills of experienced educators. The programs are aligned with the INTASC Principles and the NCDPI competencies required for licensure. The programs include rigorous academic preparation in and implementation of the latest research on human development and learning. Consequently, reflective practice becomes an integral component which supports the Gardner-Webb conceptual framework. Active participation in a program allows students to develop further those competencies essential to professional education and continued self-improvement, thus exemplifying the model of the Educator as Theorist and Practitioner.

Upon successful completion of a graduate program in education, students will be recommended for the North Carolina graduate license in the appropriate licensure area.

### ELEMENTARY EDUCATION (K-6)

COORDINATOR: DR. DONNA SIMMONS

The master's program in Elementary Education includes thirty semester hours in four components: professional, instructional, elective, and capstone. This program builds upon the most current body of knowledge of best practice and practical expertise (theory and practice) relevant to teaching in K-6.

In order to obtain graduate level licensure, students must have or be eligible for initial level licensure in Elementary Education.

### PURPOSE

Graduates of the Master of Arts in Elementary Education program are encouraged to be self-reflective, life-long learners who design, implement, and evaluate elementary school curriculum and instruction; interpret and apply current research findings; and conduct relevant classroom research. The program culminates with a capstone experience requiring synthesis of a student's products of learning in conjunction with an innovative project designed collaboratively by the student and graduate committee.

### GOALS

The Master of Arts in Elementary Education is designed to meet the following program goals:

1. Provide a study of the theoretical base, research, and exemplary practices of current trends and issues in elementary education.
2. Provide preparation necessary to meet the intellectual, social, physical, and personal development needs of the K-6 learner.
3. Provide opportunities to acquire knowledge and skills needed to meet diverse needs of students in inclusive classroom settings.
4. Provide opportunities to utilize current technologies and to integrate technology in the classroom.
5. Provide advanced expertise in teaching communication skills across the curriculum.

6. Provide opportunities to develop and model teachers as leaders who are agents of change in the schools and the community.
7. Provide opportunities to develop and refine leadership styles and skills through a process of active engagement in learning, self-reflection, planning, collaboration, reflective teaching, and development of interpersonal and motivational skills.
8. Provide a learning environment which fosters respect and ethical principles in teacher/student and colleague relationships.

## COURSE REQUIREMENTS

### A. Professional Component (12 semester hours)

|          |   |
|----------|---|
| EDUC 600 | Philosophical Foundations of Education 3 hrs. |
| EDUC 610 | Curriculum Development 3 hrs                  |
| EDUC 614 | Measurement and Assessment 3 hrs.             |
| EDUC 620 | Methods of Research 3 hrs.                    |

### B. Instructional Component (15 semester hours)

|          |   |
|----------|---|
| EDUC 613 | Teaching Students with Special Needs 3 hrs.                             |
| EDUC 615 | Strategies of Teaching 3 hrs.   |
| EDUC 625 | Diagnostic Procedures in the<br>Teaching of Communication Skills 3 hrs. |

|          |  |
|----------|--|
| EDUC 655 | Literacy, Literature, and the Learner 3 hrs. |
|----------|--|

|          |  |
|----------|--|
| EDUC 685 | Seminar in Elementary Education 3 hrs. |
|----------|--|

### C. Electives (3 semester hours)

|          |  |
|----------|--|
| EDUC 555 | Special Topics 3 hrs.                                      |
| EDUC 601 | Technology Applications in<br>Classroom Instruction 3 hrs. |
| EDUC 670 | Teacher as Self 3 hrs.                                     |

### D. Capstone Experience (0 semester hours)

Synthesis of Strands of Elementary Education Master's  
Degree Program

1. Each course in the Elementary Education program includes assignments for the final product of learning which requires students to synthesize and reflect on practices that are developmentally responsive for elementary classrooms.

2. The product of learning must be comprehensive, must demonstrate evidence of applying theory to practice and must contain evidence of technological proficiency. The product of learning will incorporate elements from INTASC standards, the propositions of the NBPTS, the NC elementary graduate guidelines, and the NC advanced technology competencies, connecting to the Theorist and Practitioner conceptual framework of the Gardner-Webb University teacher preparation program.

3. The final product of learning/project will be presented to education faculty and graduate students. The candidate's faculty committee will determine his/her worthiness to be awarded the Master's Degree in Elementary Education.

## ENGLISH EDUCATION (9-12)

COORDINATOR: DR. GAYLE B. PRICE

The English Education program (9-12) is designed to include thirty semester hours in professional and content area studies. It leads to a recommendation for graduate level Teaching License for those who possess A level licensure in 9-12 English. Graduate students who do not have A level licensure may obtain the degree but not the graduate level license. However, it is strongly recommended that only individuals with either student or other teaching experience pursue this program.

Admissions standards are the same as those for entry into other graduate programs at Gardner-Webb. Students who do not meet these standards will be evaluated on an individual basis.

## PURPOSE

The purpose of the Master of Arts in English Education (9-12) is to support the professional development of teachers of English who contribute to the community in which they teach through effective communications skills, through understanding and appreciation of literature of diverse cultures, through understanding of the importance of critical and independent thinking, through action research, and through knowledge of and reflection on effective teaching practices and strategies, including the use of appropriate technology.

## GOALS

The goals of the program, in accordance with State Department guidelines, are planned so that participants will be able to:

1. Increase content area knowledge through various literature courses which recognize the scope and diversity of literature and its origins as well as the importance of a variety of skills in literary criticism and critical analysis.
2. Become better writers and teachers of writing through increased understanding of the writing process and of rhetorical principles.
3. Understand the importance of research, theory, planning, practice, and reflection in curriculum development and in the teaching of English.

## COURSE REQUIREMENTS

### A. Curriculum Development/Education Foundations (3 semester hours selected from courses below)

|          |   |
|----------|---|
| EDUC 600 | Philosophical Foundations of Education 3 hrs. |
| EDUC 610 | Curriculum Development 3 hrs.                 |
| PSYC 600 | Advanced Educational Psychology 3 hrs.        |

### B. Research (3 semester hours)

|          |  |
|----------|--|
| ENGL 680 | The English Teacher as Researcher 3 hrs. |
|----------|--|

### C. Methodology in English Education (6 semester hours selected from courses below)

|          |  |
|----------|--|
| ENGL 681 | Seminar in Current Issues and Methods of Teaching English 3 hrs. |
| ENGL 683 | The Teaching of Writing 3 hrs.                                   |
| ENGL 685 | The Reading/Writing Connection in Secondary English 3 hrs.       |

### D. Content Area Electives (18 semester hours selected from courses below)

|          |   |
|----------|---|
| ENGL 555 | Special Topics 3 hrs.                             |
| ENGL 611 | Seminar in British Literature 3 hrs.              |
| ENGL 613 | British Literature: Selected Masterpieces 3 hrs.  |
| ENGL 631 | Seminar in American Literature 3 hrs.             |
| ENGL 633 | American Literature: Selected Masterpieces 3 hrs. |
| ENGL 651 | Literature: A World Perspective 3 hrs.            |
| ENGL 671 | Literary Theory 3 hrs.                            |
| ENGL 673 | Contemporary Trends in Literature 3 hrs.          |
| ENGL 675 | Young Adult Literature 3 hrs.                     |



## E. Capstone Experience and Products of Learning (0 semester hours credit)

### Professional Reflections Portfolio

1. Each course in the Methodology in English Education and Content Area Electives components includes assignments for the portfolio which ask students to reflect in writing on the course's connection with the threads of the conceptual framework of Gardner-Webb's teacher-education program and with the application of the course's theory to their own teaching situations—or to develop teaching plans which involve aspects of the course's content that can be applied in their teaching situations, with the use of technology encouraged when appropriate.

2. At the end of the program's course work, students are given tasks which require them to reflect on and synthesize all they have learned and all they do in their own classrooms. Many of these tasks are modeled after tasks required in the National Board Certification process so that completion of the Professional Reflections Portfolio could aid significantly in application for National Board Certification.

3. Portfolios are presented to English faculty and graduate students and evaluated by a faculty committee to determine the student's worthiness to be awarded the M.A. in English Education degree.

## MIDDLE GRADES EDUCATION (6-9)

COORDINATOR: DR. DONNA SIMMONS

The Master's Degree in Middle Grades Education includes thirty semester hours in five components: professional, instructional, content area, elective, and capstone. The primary focus of the program is to enhance middle level teachers' understanding and knowledge of the theoretical base, research, and exemplary practices of middle level education including, but not limited to, the nature of the young adolescent, developmentally appropriate instruction, and advanced content area knowledge. The program leads to recommendation for graduate level state licensure.

## PURPOSE

Graduate courses for the Master's Degree in Middle Grades Education are designed to assist in the advanced preparation of individuals who teach or desire to teach in a middle school. The Middle Grades Program allows learners to improve professional skills, wrap theory in practice, and gain expertise in math, social studies, communication skills, or science. Students will benefit from a synthesis of current research and classroom applications. This program culminates in a capstone experience requiring an innovative project designed collaboratively by the student and the student's committee.

## GOALS

The Master of Arts in Middle Grades Education is designed to meet the following program goals:

1. Provide a study of the theoretical base, research, and exemplary practices of middle grades education.
2. Provide preparation in young adolescent development within cultural and social contexts (family changes, health and safety, risk behaviors).
3. Develop an understanding of the history and philosophy of middle grades education and theories about its future development, including organizational components and assessment and evaluation in the middle school setting.
4. Develop an understanding of middle school curriculum and practices appropriate for young adolescent learners.

5. Provide advanced content expertise and curriculum integration in one or more fields of teaching.
6. Provide opportunities to utilize current technologies and to integrate technology in the middle school classroom.
7. Develop teachers as leaders who are agents of change.
8. Provide a culminating project synthesizing middle school theory, research, and practice.

## COURSE REQUIREMENTS

### A. Professional Component (9 semester hours)

- EDUC 614 Measurement and Assessment 3 hrs.  
 EDUC 620 Methods of Research 3 hrs.  
 EDUC 622 Middle Level History, Philosophy, and Future 3 hrs.

### B. Instructional Component (9 semester hours)

- EDUC 613 Teaching Students with Special Needs 3 hrs.  
 EDUC 615 Strategies of Teaching 3 hrs.  
 EDUC 619 Teaching Content in the Age of Accountability 3 hrs.

### C. Content Component (9 semester hours)

- EDUC 630 The True Middle School 3 hrs.  
 EDUC 640 Teaching Reading and Writing across the Curriculum 3 hrs.  
 EDUC 690 Seminar in Middle Grades Education 3 hrs.

### D. Elective Component (3 semester hours)

- EDUC 670 Teacher as Self 3 hrs.  
 EDUC 660 Young Adolescents in Contemporary Society 3 hrs.  
 EDUC 650 Gender Differences and the Young Adolescent 3 hrs.  
 EDUC 555 Special Topics 3 hrs.

### E. Capstone (0 semester hours)

Synthesis of Strands of Middle-Level Education  
 Master's Degree Program

1. Each course in the Middle Grades program includes assignments related to the final product of learning which requires students to synthesize and reflect on practices that are developmentally responsive for middle level classrooms.

2. The product of learning must be comprehensive, must demonstrate evidence of applying theory to practice and must contain evidence of technological proficiency. The product of learning will incorporate elements from INTASC standards, the propositions of the NBPTS, the NC middle level graduate guidelines, and the NC advanced technology competencies, connecting to the Theorist and Practitioner conceptual framework of the Gardner-Webb University teacher preparation program.

3. The final product of learning/project will be presented to education faculty and graduate students. The candidate's faculty committee will determine his/her worthiness to be awarded the Master's Degree in Middle Grades Education.

## SCHOOL ADMINISTRATION (K-12)

COORDINATOR: DR. RONALD I. NANNEY

The focus of the School Administration (K-12) program is to prepare experienced teachers to serve as educational leaders; it is designed to relate to the needs of educators in both theory and practice. A minimum of three years of successful experience as a classroom teacher is recommended for entry into this program. Those with bachelor's degrees may enter the two-year program leading to a master of arts degree in school administration (K-12), which is a 33-semester-hour program including a 3-

hour internship. In order to be licensed by the state, students must make a satisfactory score on the State Standards Board Examination for school administrators.

## PURPOSE

The purpose of the Master of Arts degree in School Administration (K-12) is to develop educational leaders through courses, research, seminars, and internships conducted in an environment based on Christian principles and values.

## GOALS

The School Administration program is designed to meet the following program goals for prospective school administrators:

1. Provide a foundation in the principles and procedures of educational administration, curriculum development, and instructional improvement.
2. Promote the development of the ability to implement and evaluate models of instruction and methods of supervision in the classroom and other school settings.
3. Foster the development of the ability to evaluate classroom teachers within an academic environment.
4. Develop the capacity to interpret and implement educational research in the total school program.
5. Provide preparation for service as instructional and educational leaders.

## COURSE REQUIREMENTS

### A. The Learner Component (6 semester hours)

- EDUC 620      Methods of Research 3 hrs.  
EDUC 614      Measurement and Assessment 3 hrs.

### B. Curriculum and Instruction Component (6 semester hours)

- EDUC 610      Curriculum Development 3 hrs.  
EDUC 615      Strategies of Teaching 3 hrs.

### C. Administration Specialization (21 semester hours)

- SADM 618      Educational Leadership 3 hrs.  
SADM 640      Introduction to Educational Administration 3 hrs.  
SADM 650      School Law 3 hrs.  
SADM 655      School Finance and Budgeting 3 hrs.  
SADM 660      The Principalship 3 hrs.  
SADM 665      Supervision of Instruction 3 hrs.  
SADM 695      Internship and Seminar 3 hrs.

# MASTER OF ARTS

## SCHOOL COUNSELING (K-12)

COORDINATOR: DR. KEVIN JENKINS PLONK

## PURPOSE

Within a caring and challenging environment, the 48-semester-hour school counseling program strives to facilitate the acquisition and application of knowledge and skills which will help prepare graduate students to make appropriate contributions within the school setting as school counselors who are both theorists and practitioners. To do this, the program emphasizes acquisition and application of knowledge and skills, critical thinking and decision making, knowledge of the learner, and the

importance of the social context of both the student and the school, as well as the examination of personal values and experiences and their potential influence in a variety of counseling situations. We strive to develop counselors who have a strong theoretical base and who can apply this in field-based school counseling practicum and internship settings.

## GOALS

1. In accordance with CACREP standards, curricular experiences and demonstrated knowledge in each of the following eight common core areas are required of all students in the school counseling program: professional identity, social and cultural diversity, human growth and development, career development, helping relationships, group work, assessment, and research and program evaluation. Demonstrated mastery of these core areas as they apply to the school setting is required.
2. In accordance with CACREP standards, curricular experiences and demonstrated knowledge and skills in each of the following areas of school counseling will be required: foundations; contextual dimensions; program development, implementation, and evaluation; individual, group, guidance and consultation services.
3. Graduate students will develop skills appropriate to beginning counselors in each of the areas specified above as required by the North Carolina Department of Public Instruction, by state and national professional associations, and by credentialing bodies.
4. Graduate students will demonstrate the acquisition of this knowledge and skill as well as an understanding of ethical, legal, and professional practice issues in appropriate school-based practicum and internship experiences.

The school program stresses developmental, preventative, and remedial services to students, parents, and staff and places strong emphasis on the acquisition of knowledge and the development of skills and competencies needed to fulfill the diverse roles played by school counselors in a multicultural society. Successful graduates will be recommended by the Department of Education for graduate level licensure in school counseling.

The school counseling program accepts applicants without teacher licensure. Opportunities will be provided to strengthen students' knowledge of the school setting throughout the program as well as during the practicum and internship experiences.

## ADMISSION REQUIREMENTS

The requirements for the role of a school counselor are both personal and intellectual. For this reason, in addition to general Graduate School entrance requirements, a successful interview with at least two program faculty members is an absolute requirement for admission to the program. During this interview the faculty members will assess the academic background, personal qualities, and goals of applicants. Applicants will be admitted who meet the personal and academic requirements of the program.

Admission requirements include an undergraduate grade point average of 2.7 or better, an acceptable Graduate Record Exam or Miller Analogies Test score, and three positive letters of recommendation. An undergraduate course in Abnormal Psychology/Psychopathology is required and may be taken concurrently with graduate courses but must be completed before taking PSYC 635, Advanced Psychopathology. A learning experience in classroom management is required of applicants without teacher licensure and may be taken concurrently with graduate courses but must be completed before practicum and internship placement.



## COURSE REQUIREMENTS

### A. Professional Component

|          |   |
|----------|---|
| CEDU 610 | Counseling Theories 3 hrs.                                    |
| CEDU 618 | Comprehensive Developmental School Counseling Programs 3 hrs. |
| CEDU 620 | Methods of Research and Program Evaluation 3 hrs.             |
| CEDU 650 | Legal and Ethical Issues in Counseling 3 hrs.                 |
| CEDU 665 | Multicultural Counseling 3 hrs.                               |
| PSYC 635 | Advanced Psychopathology 3 hrs.                               |
| PSYC 640 | Advanced Human Growth and Development 3 hrs.                  |

### B. Skill Component

|          |  |
|----------|--|
| CEDU 615 | The Helping Relationship 3 hrs.                |
| CEDU 616 | Methods of Assessment and Evaluation 3 hrs.    |
| CEDU 625 | Group Counseling 3 hrs.                        |
| CEDU 640 | The School Counselor as Consultant 3 hrs.      |
| CEDU 645 | Career Development: Theory and Practice 3 hrs. |
| PSYC 621 | Crisis Intervention Counseling 3 hrs.          |

### C. Applied Component

|          |  |
|----------|--|
| CEDU 675 | Practicum in School Counseling 3 hrs.  |
| CEDU 695 | Internship in School Counseling 3 hrs. |
| CEDU 696 | Internship in School Counseling 3 hrs. |

All courses in both the school and agency counseling curricula are open to all counseling students who have prerequisites and permission of the professor. Graduate students should talk with their advisers when planning a course of study to be sure that they include courses required to become LPC credentialed.

## MASTER OF ARTS/ED. SPECIALIST

### MENTAL HEALTH COUNSELING

COORDINATOR: DR. FRIEDA F. BROWN

Mental health counseling is a professional counseling specialty which involves the application of principles of psychotherapy, human development, learning theory, group dynamics and the assessment of mental illness and dysfunctional behavior. Mental health counseling includes the practice of prevention, early intervention, and treatment of mental and emotional disorders for individuals, families, and/or groups and consultation and education for community groups interested in promoting healthy lifestyles in the community.

The mental health counseling program is designed to provide graduate level preparation for students who seek advanced educational experiences and clinical training leading to certification and/or licensure for professional positions in the mental health counseling field. The MA/Ed.S degree is a tethered, combined degree. A student cannot finish one degree without the other. Therefore, in order to obtain either degree the student must complete the entire graduate program. Students holding a counseling master's degree from a graduate program from within or outside Gardner-Webb University will not be able to pursue the Ed.S. portion of the degree by augmenting their course work with additional courses from the Gardner-Webb University Mental Health Counseling program.

### PURPOSE

The M.A./Ed.S. program in mental health counseling is designed to develop skilled clinicians and well educated leaders in the field of mental health. Within a

caring and challenging environment, the 60-semester-hour mental health counseling program strives to facilitate the acquisition and application of knowledge and skills which will help prepare graduate students to make appropriate contributions to diverse clients, institutions, and society. To do this, using a scientist practitioner model, the program emphasizes integration of theory and practice, critical thinking and decision making, as well as the examination of personal values and experiences as they influence clinical practice. Students have strong theoretical and technical training which is applied in field-based counseling practicum and internships.

## GOALS

1. In accordance with CACREP standards, curricular experiences and demonstrated knowledge in each of the following eight common core areas are required of all students in the mental health counseling program: professional identity, social and cultural diversity, human growth and development, career development, helping relationships, group work, assessment, and research and program evaluation. Demonstrated mastery of these core areas as they apply to a variety of professional settings in the mental health field is required.
2. In accordance with CACREP standards, curricular experiences and demonstrated knowledge and skills in each of the following areas of mental health counseling will be required: mental health foundations, contextual dimensions, clinical principles, general practice, and specific strategies of mental health counseling.
3. Graduate students will develop skills appropriate to beginning counselors in each of the areas specified above as required by state and national professional associations and by credentialing bodies.
4. Graduate students will demonstrate their understanding of the importance of continuing professional development, an underlying code of ethics, legal considerations, and standards of professional conduct in classes and in appropriate agency-based practicum and internship experiences.
5. Students will be prepared to successfully take the licensed professional counselor exam and complete all requirements for the LPC license.
6. Students will understand theory and appropriate standards of practice with identified special populations in mental health facilities.
7. Character and maturity will be nurtured throughout the program as moral, ethical, spiritual, and psychological dimensions of all areas of work are addressed.

## CRITERIA FOR ADMISSION

The requirements for the role of a mental health counselor are both personal and intellectual. During the interview the faculty will assess the academic background and personal qualities and goals of applicants. Applicants will be admitted who meet the personal and academic requirements of the program.

Recognizing the need to accept students who have the greatest likelihood of success in this role, the following standards will be used for admission to the mental health counseling program.

1. A bachelor's degree from a regionally accredited institution of higher education with a minimum 3.00 grade point average.
2. A minimum of 18 hours of psychology or related areas to include introductory, abnormal/psychopathology, personality theory, developmental, learning theory, assessment, and research.
3. Satisfactory test scores on either the Graduate Record Examination or the Miller Analogies Test.

4. Three positive letters of reference.
5. A successful interview by faculty within the program.
6. A questionnaire requiring applicants to respond to questions relative to the pursuit of a counseling graduate degree.

## COURSE REQUIREMENTS

### A. Professional Component

|          |  |
|----------|--|
| CEDU 610 | Theories of Counseling 3 hrs.  |
| CEDU 620 | Methods of Research for Counselors 3 hrs.  |
| CEDU 650 | Legal and Ethical Issues in Counseling 3 hrs.                                    |
| CEDU 665 | Multicultural Counseling 3 hrs.  |
| PSYC 631 | The Mental Health Counselor as Professional, Practitioner, and Consultant 3 hrs. |
| PSYC 635 | Advanced Psychopathology 3 hrs.  |
| PSYC 640 | Advanced Human Growth and Development 3 hrs.                                     |

### B. Skill Component

|          |   |
|----------|---|
| CEDU 614 | Individual Assessment 3hrs.                     |
| CEDU 615 | The Helping Relationship 3 hrs.                 |
| CEDU 625 | Group Counseling 3 hrs.                         |
| PSYC 602 | Psychodiagnostics and Treatment Planning 3 hrs. |
| PSYC 612 | Vocational/Career Assessment Counseling 3 hrs.  |
| PSYC 621 | Crisis Intervention Counseling 3 hrs.           |
| PSYC 646 | Couples and Family Counseling 3 hrs.            |
| PSYC 647 | Child and Adolescent Counseling 3 hrs.          |

### C. Applied Component

|          |  |
|----------|--|
| PSYC 675 | Practicum in Mental Health Counseling 3 hrs.                   |
| PSYC 695 | Internship in Mental Health Counseling 3 hrs.                  |
| PSYC 696 | Internship in Mental Health Counseling 3 hrs.                  |
| PSYC 699 | Professional Development of the Mental Health Counselor 6 hrs. |

All courses in both the school and mental health counseling curricula are open to all counseling students who have prerequisites and permission of the professor. Graduate students should talk with their advisers when planning a course of study to be sure that they include courses required to become LPC credentialed.

## MASTER OF ARTS

### ENGLISH

#### COORDINATOR: DR. DAVID PARKER

This program is designed to include two options: either twenty-four hours of course credit plus six hours of thesis credit, or thirty hours of course credit with no thesis. In either case the candidate must take comprehensive exams either in the last semester of course work or during the following semester.

Admissions standards are the same as those for entry into other graduate programs at Gardner-Webb. Students who do not meet these standards will be evaluated on an individual basis.

### PURPOSE

The purpose of the program is to offer capable students an advanced program which will enhance their careers as college instructors or administrators and which

will prepare them for doctoral level study. The program will prepare its students to be scholars who have not only mastered a basic body of knowledge in the field, but who have also developed the research skills to be self-educating learners, whether it is in the context of a doctoral program or as a teacher-practitioner.

## GOALS

The Master of Arts program in English is designed to meet the following goals:

1. Graduate students will master important texts in British, American and World Literature.
2. Graduate students will become conversant in both older and more current theories and methods of literary criticism.
3. Graduate students will master the skills necessary for scholarship as each class will emphasize the development of research skills and familiarity with secondary sources in the content area.

## COURSE REQUIREMENTS

ENGL 671 Literary Criticism 3hrs.

27 additional hours selected from the following:

ENGL 555 Special Topics 3hrs.

ENGL 611 Seminar in British Literature 3hrs.

ENGL 613 British Literature: Selected Masterpieces 3hrs.

ENGL 631 Seminar in American Literature 3hrs.

ENGL 633 American Literature: Selected Masterpieces 3hrs.

ENGL 651 Literature: A World Perspective 3hrs.

ENGL 673 Contemporary Trends in Literature 3hrs.

ENGL 675 Young Adult Literature 3hrs.

ENGL 683 The Teaching of Writing 3hrs.

ENGL 690 Thesis 3hrs.\*

\*Students selecting the thesis option must repeat the course for a total of 6 hours.

Seminar and topics courses may be repeated with the approval of the coordinator of the program.

## THE THESIS OPTION

A prospectus must be approved by the candidate's thesis committee before work on the thesis proper can begin. The thesis committee will consist of the thesis director and two other English faculty members. At the end of the program, candidates who have selected the thesis option will submit a master's thesis which must be approved by the candidate's committee.

# MASTER OF ARTS

## SPORT SCIENCE AND PEDAGOGY

COORDINATOR: DR. KEN BAKER

The Sport Science and Pedagogy program includes thirty semester hours in five components: methodology, science, socio-culture, administration, and elective. The primary focus of the program is instructional expertise in sport-related settings. The elective component of the program consists of six hours of subject area work that may be programmed to meet the specific needs of individual students. This program does not include recommendation for graduate level state licensure.



## PURPOSE

Graduate courses for the Master of Arts in Sport Science and Pedagogy are designed to assist in the advanced preparation of individuals who are involved with sport and fitness-related endeavors. These fields of endeavors may include physical education programs, coaching environments, fitness centers, sport clubs, and other physical activity settings. The development of skills will be accomplished through coursework, research, and pedagogical experience. Students will benefit from a synthesis of current and applicable information derived from both theory and practice.

## GOALS

The Master of Arts in Sport Science and Pedagogy is designed to meet the following goals:

1. Provide advanced preparation for leadership in the field of sport and fitness instruction.
2. Develop the skills essential for the research of various aspects of sport science and pedagogy.
3. Develop the capacity to interpret and then apply the findings of sport-related research to actual practices.
4. Develop skills and understandings of the numerous teaching styles used in sport instruction.
5. Foster the development of individual potential for becoming optimally effective as a teacher, coach, instructor or sport administrator.

## COURSE REQUIREMENTS

### A. Methodology (6 semester hours)

- SPED 600 Research in Sport Pedagogy 3 hrs  
 SPED 601 Instructional Strategies 3 hrs

### B. Science (6 semester hours)

- SPED 602 Scientific Principles of Human Performance 3hrs.  
 SPED 603 Contemporary Concepts of Wellness 3 hrs.

### C. Socio-Culture (6 semester hours)

- SPED 604 Sport in Society 3 hrs.  
 SPED 605 Sport and Physical Education for Diverse Populations 3 hrs.

### D. Administration (6 semester hours)

- SPED 606 Sport and Physical Education Administration 3 hrs.  
 SPED 607 Legal Issues of Sport and Physical Education 3 hrs.

### E. Elective (6 semester hours)

- SPED 608 Psychology of Sport 3 hrs.  
 SPED 609 Supervision and Evaluation of Instruction 3 hrs.  
 SPED 610 Theories of Motor Development 3 hrs.  
 SPED 611 Physical Education Seminar 3 hrs.  
 SPED 555 Special Topics 3 hrs.

## DESCRIPTION OF COURSES

### COUNSELOR EDUCATION

#### CEDU 610 COUNSELING THEORIES

3 semester hours

A study of historical, traditional, and current approaches to psychotherapy. In-depth analysis of the philosophical, practical, and culturally-responsive aspects of behavioral, cognitive, humanistic, systemic, and multicultural theories will be included. Students will begin to formulate a personal model of counseling.

### **CEDU 614 INDIVIDUAL ASSESSMENT**

3 semester hours

A course designed to train students to administer and interpret a variety of tests and measurement approaches appropriate for use by the mental health counselor. Included will be intelligence tests, personality assessment, and career counseling.

### **CEDU 615 THE HELPING RELATIONSHIP**

3 semester hours

Special emphasis is placed on counselor self-awareness including an examination of personal characteristics, orientations, and skill development as they influence the helping process; and demonstration of the abilities to establish a therapeutic relationship, set appropriate counseling goals, design intervention strategies, evaluate client outcome, successfully terminate the counselor-client relationship, and maintain appropriate professional boundaries.

### **CEDU 616 METHODS OF ASSESSMENT AND EVALUATION**

3 semester hours

This course provides an understanding of individual and group approaches to assessment and evaluation including an examination of historical, fundamental, statistical, and ethical/legal concepts. Strategies for test selection, administration, and interpretation along with methods of case conceptualization and diagnostic principles will be examined.

### **CEDU 618 COMPREHENSIVE DEVELOPMENTAL SCHOOL COUNSELING PROGRAMS**

3 semester hours

This course focuses on the history, philosophy, and current trends in school counseling and educational systems. Integrating the role, function, and professional identity of the school counselor into the total school community, coordinating counseling program components to facilitate the academic, career, and personal/social development of all students, and program design, implementation, evaluation, and improvement of counseling services are emphasized.

### **CEDU 620 METHODS OF RESEARCH AND PROGRAM EVALUATION**

3 semester hrs.

This course provides an understanding of research methods, statistical analysis, needs assessment, and program evaluation including a look at the challenge of conducting research in the counseling profession, opportunities to use research to effect change in counseling processes and programs, the use of technology, and ethical and legal considerations.

### **CEDU 625 GROUP COUNSELING**

3 semester hours

This course is designed to develop understanding of theories, stages, techniques, leadership and member roles in the group process. The course will utilize a combination of didactic, experiential and laboratory approaches to achieve these objectives.

### **CEDU 640 THE SCHOOL COUNSELOR AS CONSULTANT**

3 semester hours

This course focuses on theories, models, and processes of consultation, leadership, and advocacy. Emphasis is placed on identifying community, environmental, and institutional opportunities that enhance, as well as barriers that impede student success. Strategies designed to enhance effective teamwork within the school and larger community in order to maximize the academic, career, and personal/social development of all students will be included.

### **CEDU 645 CAREER DEVELOPMENT: THEORY AND PRACTICE**

3 semester hours

This course provides an understanding of career development and related life factors, (e.g., work, family roles and responsibilities, gender, and diversity), strategies aimed at planning, organizing, implementing, and evaluating a career development program, and decision-making.

ing models that facilitate career planning for all individuals. Emphasis is placed on philosophy, theory and current research in career development, the use of print and computer-based labor market information resources, and the use of assessment instruments and technology-based strategies to enhance career planning.

### **CEDU 650 LEGAL AND ETHICAL ISSUES IN COUNSELING**

*3 semester hours*

A study of selected basic legal principles necessary for good practice as well as current legal and ethical issues confronting counselors with an emphasis on issues in the contemporary practice of counseling.

### **CEDU 665 MULTICULTURAL COUNSELING**

*3 semester hours*

Theory and practice of counseling culturally diverse clients. Client populations include, among others, African Americans, Asian Americans, Native Americans, and Hispanics. Topics include cultural assumptions, cultural values, counselor credibility, and prejudices and racism in the context of counseling. Strongly recommended: CEDU 610, 615, or permission of professor.

### **CEDU 675 PRACTICUM IN SCHOOL COUNSELING**

*3 semester hours*

Practicum experiences providing for the development of counseling skills under the supervision of program faculty, totaling a minimum of 100 clock hours, with 40 of these hours in direct contact with actual clients seeking individual or group counseling services. Prerequisites: CEDU 610, CEDU 615, CEDU 650, CEDU 625, and PSYC 621 and permission of professor.

### **CEDU 695/696 INTERNSHIP IN SCHOOL COUNSELING**

*3/3 semester hrs.*

A planned, supervised 300/300-clock-hour counseling experience for a total of 600 clock hours in a school setting, in which the student will perform all activities expected of a professional school counselor. The intern will be supervised by both an on-site counselor and a university supervisor. Prerequisite: Successful completion of the practicum and approval of advisor.

## **EDUCATION**

### **EDUC 555 SPECIAL TOPICS**

*1- 3 semester hours*

A study of significant issues, trends, theories, and/or practical problems in education according to the needs and interests of the student(s). The student(s) and professor will collaboratively plan the focus and assessment of the course.

### **EDUC 600 PHILOSOPHICAL FOUNDATIONS OF EDUCATION**

*3 semester hours*

A study of the philosophical, cultural, and historical foundations of education.

### **EDUC 601 TECHNOLOGY APPLICATIONS IN CLASSROOM INSTRUCTION**

*3 semester hours*

An exploration of the applications of technology as an instructional strategy through the use of the Internet and the identification, evaluation, and selection of appropriate software.

**EDUC 610 CURRICULUM DEVELOPMENT**

*3 semester hours*

An examination and analysis of curriculum development and legal issues as they relate to design, implementation, and evaluation within the learning community.

**EDUC 613 TEACHING STUDENTS  
WITH SPECIAL NEEDS**

*3 semester hours*

A study of the characteristics and educational needs of individuals with special needs. Emphasis is on the issues and trends in special education, the current categorical descriptions of exceptionalities and appropriate classroom interventions. Strategies for teaching both identified and at-risk students in the regular classroom are explored throughout the course.

**EDUC 614 MEASUREMENT AND ASSESSMENT**

*3 semester hours*

Survey of a wide range of standardized testing instruments, including ability tests, interest inventories, and personality tests. Individual research projects will link assessment with classroom practices.

**EDUC 615 STRATEGIES OF TEACHING**

*3 semester hours*

An examination of a variety of strategies of instruction with a focus on curriculum/content area integration within the classroom.

**EDUC 619 TEACHING CONTENT IN THE AGE OF  
ACCOUNTABILITY**

*3 semester hours*

A study in either middle grades mathematics, communication skills, social studies, or science with emphasis on high stakes testing, its effects on middle level teachers and learners, and the utilization of various assessment data to improve instruction.

**EDUC 620 METHODS OF RESEARCH**

*3 semester hours*

A study of quantitative and qualitative methodologies and research techniques applicable to the classroom teacher or school administrator.

**EDUC 622 MIDDLE LEVEL HISTORY,  
PHILOSOPHY, AND FUTURE**

*3 semester hours*

A study of middle school history, philosophy, and future endeavors.

**EDUC 625 DIAGNOSTIC PROCEDURES IN  
THE TEACHING OF COMMUNICATION SKILLS**

*3 semester hours*

A study of the diagnostic-prescriptive approach to teaching communication skills including experience in using formal and informal modes of assessment.

**EDUC 630 THE TRUE MIDDLE SCHOOL**

*3 semester hours*

An application and examination of the tenets of developmentally responsive middle level education, motivation and management, teachers as leaders, teaming and exemplary middle level practices across the curriculum.

**EDUC 640 TEACHING WRITING AND READING  
ACROSS THE CURRICULUM**

*3 semester hours*

An examination diagnosing, remediating, assessing and evaluating reading skills, strengths, and weaknesses. Strategies for writing in all content areas will be emphasized.



## **EDUC 650 GENDER DIFFERENCES AND THE YOUNG ADOLESCENT**

3 semester hours

An examination of gender-based classes, gender bias and equity as they relate to middle-level classroom practices.

## **EDUC 655 LITERACY, LITERATURE, AND THE LEARNER**

3 semester hours

An advanced study of children's literature exploring the continuum from emergent to literacy to independent reading. Emphasis will be placed upon strategies designed to enhance reading instruction across the curriculum through literature.

## **EDUC 660 YOUNG ADOLESCENTS IN CONTEMPORARY SOCIETY**

3 semester hours

An emphasis on the physical, emotional, moral, social, and intellectual development of young adolescents: health, safety, drug and alcohol use and sexuality as they relate to students' educational progress.

## **EDUC 670 TEACHER AS SELF**

3 semester hours

An examination of characteristics of interpersonal skills with a focus on self-reflection. Designed to help educators discover how their own beliefs, values, self-concepts, and self efficacy affect their approaches to teaching.

## **EDUC 685 SEMINAR IN ELEMENTARY EDUCATION**

3 semester hours

An emphasis on developmentally appropriate elementary education practices grounded in the standards of the professional learned societies (e.g., NAEYC, IRA), INTASC, NBPTS, and the North Carolina State Board of Education programmatic guidelines and standards.

## **EDUC 690 SEMINAR IN MIDDLE GRADES**

3 semester hours

Emphasis on developmentally responsive middle level education grounded in the standards of the professional learned societies, INTASC, NBPTS, and the North Carolina Board of Education programmatic guidelines and standards.

# **ENGLISH**

## **ENGL 555 SPECIAL TOPICS**

1-3 semester hours

The study of selected themes, theories, and developments in literature and the English language. Topics vary according to student interest and needs.

## **ENGL 611 SEMINAR IN BRITISH LITERATURE**

3 semester hours

Topics in British literature, with emphasis on group participation and presentation.

## **ENGL 613 BRITISH LITERATURE: SELECTED MASTERPIECES**

3 semester hours

Focuses on selected authors in British literature who have contributed to distinctive developments in literary form, theme, and style.

## **ENGL 631 SEMINAR IN AMERICAN LITERATURE**

3 semester hours

Topics in American literature, with emphasis on group participation and presentation.

**ENGL 633 AMERICAN LITERATURE:  
SELECTED MASTERPIECES**

3 semester hours

Focuses on selected authors in American literature who have contributed to distinctive developments in literary form, theme, and style.

**ENGL 651 LITERATURE: A WORLD PERSPECTIVE**

3 semester hours

Focuses on literature other than the traditional British and American canon as expressions of diverse cultures.

**ENGL 671 LITERARY THEORY**

3 semester hours

A survey of theories of literature and criticism with particular attention to recent theories and application to reading and teaching. Includes coverage of historical development of theory.

**ENGL 673 CONTEMPORARY TRENDS IN LITERATURE**

3 semester hours

Focuses on contemporary development of the creative genres, with primary emphasis on fiction. Particular emphasis on works by women, blacks, native Americans, and other minority groups whose contributions to literature have been recognized only in the relatively recent past.

**ENGL 675 YOUNG ADULT LITERATURE**

3 semester hours

An in-depth examination of the field of young adult literature. Includes examining practical and creative applications of course content in order to enhance the study of literature in the secondary classroom.

**ENGL 680 ENGLISH TEACHER AS RESEARCHER**

3 semester hours

Emphasis on qualitative and classroom-based research methodologies, culminating in a significant action-research project using the student's teaching community as the laboratory and students as the subjects. Students should register as soon as possible in their graduate program, but preferably after taking ENGL 681, 683, or 685, will meet with the professor initially to discuss readings on classroom-based research methodology, and then will design and propose a project. Research is conducted over time period needed for a meaningful project, with grade of IN assigned until research is completed and a formal written report is submitted. Must be completed at least one month before end of student's program.

**ENGL 681 SEMINAR IN CURRENT ISSUES AND METHODS OF  
TEACHING ENGLISH**

3 semester hours

Focus is on addressing particular, contemporary concerns of practicing English teachers while infusing students with new ideas and enthusiasm about standard English-teacher concerns: literature, grammar, language. Attention given to significant current issues such as assessment and incorporating technology into the English class. High level of student participation required. Prerequisite: undergraduate teaching methods course or permission of professor accompanied by additional reading assignments.

**ENGL 683 THE TEACHING OF WRITING**

3 semester hours

Theories, research, and practice in the teaching of writing.

**ENGL 685 THE READING/WRITING CONNECTION  
IN SECONDARY ENGLISH**

3 semester hours

Study of theoretical and practical bases for integrating the teaching of reading and writing in the English curriculum. Focuses on the processes of reading and writing about literature.

## ENGL 690 THESIS

3 semester hours

Development of a research and analytical thesis on a subject appropriate to the degree. This course must be taken twice to fulfill the thesis option for the degree.

## PSYCHOLOGY

### PSYC 600 ADVANCED EDUCATIONAL PSYCHOLOGY

3 semester hours

Designed for teachers and administrators, this course is an in-depth analysis of psychological foundations of education with emphasis given to theory and practice relating to cognition, motivation, individual differences, evaluation, and conflict management.

### PSYC 602 PSYCHODIAGNOSTICS & TREATMENT PLANNING

3 semester hours

Practical course designed to train the student to competently diagnose all types of psychopathology and to develop appropriate treatment plans based on the needs of the client, the skills of the counselor, and the resources of the mental health setting. Prerequisites: CEDU 610, PSYC 635

### PSYC 612 VOCATIONAL/CAREER ASSESSMENT COUNSELING

3 semester hours

This course will focus on the clinical assessment of vocational interests and abilities and will seek to help the student integrate interest, ability, and personality data related to career and vocational choice.

### PSYC 621 CRISIS INTERVENTION COUNSELING

3 semester hours

Didactic and experiential training in crisis intervention counseling with attention to all major types of crises. Developmental, cultural, racial, and gender issues explored. Prerequisite: CEDU 615

### PSYC 631 THE MENTAL HEALTH COUNSELOR AS PROFESSIONAL, PRACTITIONER, & CONSULTANT

3 semester hours

This course focuses on theories, models, and processes of consultation, leadership, and advocacy. Emphasis is placed on identifying community, environmental, and institutional opportunities that enhance, as well as barriers that impede, client success. Strategies designed to enhance effective teamwork within mental health agencies and among various services provided by the public and private sectors will be emphasized.

### PSYC 635 ADVANCED PSYCHOPATHOLOGY

3 semester hours

Advanced study of the major diagnostic groups included in the DSM currently published by the American Psychiatric Association.

### PSYC 640 ADVANCED HUMAN GROWTH AND DEVELOPMENT

3 semester hours

This course is an in-depth look at the theories and methods of developmental research. Major topics include current research on genetic and environmental influences on behavior, typical counseling issues at different developmental levels, cultural differences, cognitive development, language, intelligence, gender, and aggression.

### **PSYC 646 COUPLES AND FAMILY COUNSELING**

*3 semester hours*

This course will address the counseling needs of individuals in intimate relationships. Systems theory and a family life cycle model will be underlying theoretical foundations for addressing the extensive literature exploring and defining assessment and clinical intervention with families. Special emphasis will be placed on concepts related to family structure, communication style patterns, problem-solving methods, and the fulfillment of family functions.

### **PSYC 647 CHILD AND ADOLESCENT COUNSELING**

*3 semester hours*

This advanced graduate course will include an examination of current and professional and research issues related to individual, group, and family therapy and preventive interventions with children and adolescents experiencing emotional and/or behavioral difficulties. Professional issues, including ethical concerns, cultural sensitivity, psychopharmacology, empirically validated treatments, and assessment of treatment will be addressed.

### **PSYC 660 SUBSTANCE ABUSE COUNSELING SEMINAR**

*3 semester hours*

A course designed to prepare the counselor to demonstrate a clinical understanding of the assessment, treatment, and management of substance abuse and addiction, as well as to understand and apply a "multiple pathways" model of substance abuse treatment that integrates biological, sociological, and psychological aspects of care.

### **PSYC 675 PRACTICUM IN MENTAL HEALTH COUNSELING**

*3 semester hours*

Practicum experiences providing for the development of counseling skills under the supervision of program faculty, totaling a minimum of 100 clock hours, with 40 of these hours in direct contact with actual clients seeking individual or group counseling services. Prerequisites: CEDU 610, CEDU 615, CEDU 650, CEDU 625 and PSYC 621 and permission of professor.

### **PSYC 695/696 INTERNSHIP IN MENTAL HEALTH COUNSELING**

*3/3 semester hours*

A planned, supervised 300/300-clock-hour counseling experience for a total of 600 clock hours in an agency setting, in which the student will perform all activities expected of a professional mental health counselor. The intern will be supervised by both an on-site counselor and a university supervisor. Prerequisites: Successful completion of the practicum and approval of advisor.

### **PSYC 699 PROFESSIONAL DEVELOPMENT OF THE MENTAL HEALTH COUNSELOR**

*3 semester hours*

This course serves as a vehicle for helping students negotiate the passage from that of graduate student to working professional. Students will work first to integrate all theoretical and applied experiences mastered during the course of their academic training. Second, they will develop a portfolio of their work suitable for submitting to prospective employers. Third, they will explore those professional disciplines that are likely to equip them to become counselors who continue to develop their professional expertise while actively working to develop the maturity to be effective professionals throughout their careers.



## SCHOOL ADMINISTRATION

### **SADM 618 EDUCATIONAL LEADERSHIP**

3 semester hours

Introduction to a theoretical foundation of organizational behavior. Exposure to systems theory, motivation, leadership styles, organizations, change and conflict, and decision making.

### **SADM 640 INTRODUCTION TO EDUCATIONAL ADMINISTRATION**

3 semester hours

An examination of the aspects of educational administration, with a look at the federal, state, and local role from the legal, financial, and controlling aspects.

### **SADM 650 SCHOOL LAW**

3 semester hours

An examination of the legal aspects of school and school systems operations. Special emphasis given to case law, discipline, personnel, and policies and procedures.

### **SADM 655 SCHOOL FINANCE AND BUDGETING**

3 semester hours

A study of the theory and operations of school financial systems. Special emphasis will be given to local, state, and national revenue sources, and the budgeting methods and processes used at the central and school levels.

### **SADM 660 THE PRINCIPALSHIP**

3 semester hours

An overview of the responsibilities associated with the position with emphasis on the conceptual, technical, and human aspects. Numerous practical activities.

### **SADM 665 SUPERVISION OF INSTRUCTION**

3 semester hours

An examination of the role of the principal relative to the instructional program, staff development, and curriculum evaluation with emphasis upon a clinical and developmental approach to supervision.

### **SADM 695 INTERNSHIP AND SEMINAR**

3 semester hours

A culmination of the study of the principalship. Involvement with a diverse set of activities appropriate to individual goals under the direction of university and site-based personnel.

## SPORT SCIENCE AND PEDAGOGY

### **SPED 555 SPECIAL TOPICS**

3 semester hours

A study of significant issues, trends, and/or practical problems in education. Content varies according to student interest and need.

### **SPED 600 RESEARCH IN SPORT PEDAGOGY**

3 semester hours

A course designed to prepare the student to access, interpret, and apply practical aspects of research, with emphasis on the development of skills which will enable effective presentation, communication, and understanding.

### **SPED 601 INSTRUCTIONAL STRATEGIES**

3 semester hours

An in-depth study of the development and utilization of innovative teaching strategies in physical education and sport instruction.

**SPED 602 SCIENTIFIC PRINCIPLES OF HUMAN PERFORMANCE**

*3 semester hours*

A study of the most recent developments in the field of exercise physiology is the major focus of this class, with emphasis on the related fields of biomechanics and motor learning.

**SPED 603 CONTEMPORARY CONCEPTS OF WELLNESS**

*3 semester hours*

A study of the relationships among the components of wellness, as well as an examination of recognized approaches to effective instruction of lifetime physical fitness.

**SPED 604 SPORT IN SOCIETY**

*3 semester hours*

An examination of the issues and problems associated with play, games, and sport in a socio-cultural context.

**SPED 605 SPORT AND PHYSICAL EDUCATION FOR DIVERSE POPULATIONS**

*3 semester hours*

A study of the implications for those involved in the instruction and provision of sport opportunities for diverse populations. These populations include the handicapped, the gifted, the elderly, and other groups with identifiable special needs.

**SPED 606 SPORT AND PHYSICAL EDUCATION ADMINISTRATION**

*3 semester hours*

A study of specific issues involved in the organization and administration of sport and physical education programs.

**SPED 607 LEGAL ISSUES OF SPORT AND PHYSICAL EDUCATION**

*3 semester hours*

An exploration of the legal issues in sport and physical education. Emphasis will be placed on liability issues relevant to educational, recreational, and athletic settings.

**SPED 608 PSYCHOLOGY OF SPORT**

*3 semester hours*

An analysis of the psychological aspects of sport with an emphasis on application and implications for teachers and coaches.

**SPED 609 SUPERVISION AND EVALUATION OF INSTRUCTION**

*3 semester hours*

A study of the basic issues relevant to instructional supervision. Particular attention will be given to methods of evaluating instruction by means of systematic observation.

**SPED 610 THEORIES OF MOTOR DEVELOPMENT**

*3 semester hours*

A study of motor, physical, and neuromuscular development from the prenatal period to old age. Emphasis will be placed on stages of development, motor system, and development of specific movement patterns.

**SPED 611 PHYSICAL EDUCATION SEMINAR**

*3 semester hours*

A class for practicing physical educators, designed to be taught in a workshop format. The specific content will vary based upon instructor, students and setting. The purpose will be to examine and to apply practices necessary in developing instructional expertise.

# THE GRADUATE SCHOOL OF BUSINESS

## INTRODUCTION

The Graduate School of Business currently offers master degree programs in Master of Business Administration (MBA), Master of Accountancy (MAcc), International Master of Business Administration (IMBA), MBA/MAcc and IMBA/MAcc. Two other degree programs are jointly offered with the M. Christopher White School of Divinity (MDiv/MBA) and the School of Nursing (MSN/MBA). The Graduate School of Business requires a minimum of 36 semester hours of graduate credits for an MBA degree and 30 semester hours for a MAcc degree. The programs are specifically structured to accommodate the needs of working professionals - people who are seeking new ways to remain competitive in the changing environment of business and accounting. Each class meets only one evening a week for an entire semester and two evenings a week during the summer sessions.

## LOCATIONS

The MBA Program is offered on the main campus in Boiling Springs, North Carolina. The MBA Program is also offered in Statesville, Winston-Salem, Valdese, Charlotte, and Spartanburg, South Carolina. The MAcc program is currently offered on the main campus, Charlotte, and Statesville center.

## THE FACULTY

Members of the Graduate Business Faculty hold doctorate degrees from major universities throughout the country and world. They have varied business experiences and bring to the classroom a mixture of practical and theoretical experience and training. The faculty is committed to providing a program of study which clearly gives its participants an advantage when competing with others in today's business climate.

Classes are generally small at Gardner-Webb University and faculty members are accessible. Professors' priorities are given to teaching and serving the program's participants. Professors also engage in consulting and research activities; these pursuits are then used in the classroom to make lectures up-to-date and meaningful. This environment of personal attention and dedication to teaching distinguishes the programs from other universities.

## GARDNER-WEBB UNIVERSITY AND FREE ENTERPRISE

The University has been supported greatly over the years by Baptist churches, the Baptist State Convention of North Carolina, and men and women who gave their time and resources to provide students with an excellent Christian learning environment. Some of these supporters were successful business people who shared in Gardner-Webb University's commitment to the teaching of love and appreciation for the American free enterprise system. Many other small and large business entrepreneurs have made financial contributions that have enriched the University's campus community and enhanced its course offerings.

The graduate and undergraduate business programs provide opportunities for students to understand and experience the free market system. Student business organizations, on-campus seminars, and executive lectures help prepare students for successful business careers. The University's Broyhill Academy is dedicated to spreading an appreciation of free enterprise and teaching entrepreneurship.

## WORLD TRADE RESOURCE CENTER (The Free Enterprise Center)

The Gardner-Webb University World Trade Resource Center was established on October 2, 1991 as a resource base for businesses already competing or about to enter the global market. It is a non-profit organization which encourages the development of new businesses and foreign trade between and among all nations. Also, it serves as a practical resource base for students majoring in international business. The center's trade networks and other resources help simplify the theories of this discipline by disseminating global information about economic activity in the foreign arenas. The center is located in the School of Business.

## STUDY ABROAD PROGRAM

International Master of Business Administration (IMBA) majors are required to participate in a foreign study program offered through the Graduate School of Business. Other majors in the Graduate School of Business are encouraged to participate. Several programs are offered every year to the major continents of the world, including Europe, Asia, Africa and South America. This program provides to the individual practical international educational experience of culture, customs, language, and the impact of international business. It is a unique educational opportunity enrichment for the participants.

## GRADUATE SCHOOL OF BUSINESS (GSB)/ EXECUTIVE ASSOCIATION

The GSB/Executive Association is an organization of current Graduate School of Business students, Alumni and business executives united to provide network services to its members, and further develop and enhance the partnership between the University and the business community.

The association is a self-supporting, not for profit organization, committed to meeting the needs of its members, the University and industry. The association objectives are:

- To provide social and professional activities for its members.
- Provide networking capabilities for its members, including employment opportunities.
- Invite nationally and world renowned speakers to the campus.
- Promote a positive image of Gardner-Webb worldwide and increase public awareness.
- Maintain a strategic planning process that is conducive to addressing the current and future needs of the program; to meeting changing academic and business requirements.
- Develop stronger relationships with the business community.
- Provide availability of resources for consulting or problem resolution.

## STUDENT LIFE

Students enrolled in a graduate program at Gardner-Webb University are typically working professionals. Therefore, programs are carefully designed to accommodate their needs, especially as they relate to work schedules. Graduate students have representation on the Graduate Council and are entitled to attend campus events, receive campus publications, and request services which are offered to students at Gardner-Webb. Services offered include guidance and counseling, placement services, and the delivery of textbooks from the Campus Shop to off-campus centers.



Graduate students are invited to participate in campus life to the maximum extent of their desire and interest.

## THE ADMISSIONS PROCESS

Admission to the University's Graduate School of Business program is selective. An admission decision is based on a balanced appraisal of the applicant's total academic and professional record, his/her Graduate Management Admissions Test score, and overall excellence. While the Admissions Committee looks for responsible academic performance and excellence on test scores as evidence of the applicant's ability to do well in graduate study, it also looks for qualities of personal development which are relevant to career success. Extra-curricular involvement and leadership in college, useful assignments in military service or substantial work experience will strengthen the application.

## APPLICATION PROCEDURES

Persons wishing to apply for admission to the Graduate School of Business Programs should request application materials from the Graduate School of Business Office of Admissions. No single criterion will be decisive, but each item will be considered in relation to the applicant's total qualifications. Gardner-Webb University seeks to enroll students from a variety of economic, occupational, racial, social, religious, and geographic backgrounds.

To apply for initial admission to the Graduate programs, the applicant should:

1. Submit an application and a detailed resume of professional experience to the Graduate Business Director of Admissions along with a \$25 non-refundable processing fee.
2. Arrange for an official transcript of all previous academic work beyond high school to be sent directly from each institution attended. The Privacy Act requires that each student request in writing transcripts be released to the Graduate Business Director of Admissions.
3. Arrange for submission of scores on the Graduate Management Admissions Test (GMAT).
4. Have three evaluators mail recommendations directly to the Graduate Business Director of Admissions: (1) current or past professor, (2) current or past supervisor, (3) academic or business professional, or any combination thereof.
5. Participate in a Graduate Business Administration Faculty interview.

## GMAT

Students are required to take the Graduate Management Admission Test (GMAT) prior to full admission to the program. A GMAT score can only be used for evaluation if the test has been taken within the last five years.

Students must request the Educational Testing Service to send GMAT scores directly to Gardner-Webb University. The University ETS Code is 5242.

Applications for taking the GMAT may be obtained from the MBA Director of Admissions at Gardner-Webb University. Students may register by phone to take the test by calling 1-800-GMAT-NOW. Specific testing locations and additional information may be found on the web site at <http://www.gmat.org>.

## INTERNATIONAL STUDENTS

International students follow the usual procedure for admission with these exceptions:

1. Transcripts must first be submitted to World Education Services (P.O. Box 745,

Old Chelsea Station, New York, NY 10113-0745) for a course by course evaluation before being mailed to the Graduate Business Director of Admissions.

2. TOEFL score of at least 500 must be submitted unless English is the native language.

3. A Gardner-Webb University form, Statement of Financial Responsibility, must be completed, signed, and accompanied by a letter from the student's or sponsor's bank showing amount to cover one year of graduate study.

4. Once the student's file is completed and an admissions decision has been made, the Graduate Business Director of Admissions will send the student an I-20 Form, enabling the student to apply for a visa.

## TYPES OF ENROLLMENT STATUS

Enrollment for graduate study in business is granted in the following categories.

### FULL ADMISSION

An applicant who meets all of the formal requirements for admission to the MBA, MAcc or IMBA degree program is granted full admission. These requirements include the following:

1. Graduate from a regionally accredited institution of higher education with a bachelor's degree.

2. Complete undergraduate course prerequisites or equivalents with a "C" or better.

Persons who have not completed requirement number 2 may be given applicant admission, and after satisfactorily completing the foundation studies at Gardner-Webb University or elsewhere will be granted full admission (see Undergraduate Foundation Studies, page 79).

3. Present a minimum cumulative undergraduate grade point average (GPA) of 2.5 on a 4.0 scale for MBA and IMBA Programs and 2.7 on a 4.0 scale for MAcc Program, on all undergraduate coursework completed and a satisfactory Graduate Management Admissions Test (GMAT) score.

4. Be recommended by three evaluators.

5. Participate in a Graduate Business Administration Faculty interview resulting in a positive evaluation.

### PROVISIONAL ADMISSION

An applicant who does not meet the formal requirements or standards for full admission may be granted provisional admission. A student admitted with provisional status must meet any condition attached to his/her admission before being granted full admission. Deficiencies may include lack of undergraduate foundation studies, low test scores, or low undergraduate grade point average.

For students admitted provisionally due to undergraduate course prerequisite deficiencies, Gardner-Webb University generally offers undergraduate foundation courses in Accounting, Microeconomics, and Statistics at various times throughout the year. An individual having foundation deficiencies may not enroll in any of the programs' courses until all deficiencies have been removed.

A student with low test scores or a low undergraduate grade point average may be asked to take two core courses over the next two semesters following application. The student's progress will be monitored and the student will be granted full admission status if the student receives an "A" or "B" in both courses. The student will be barred from continuation in any of the programs with a grade lower than a "B" in either of these courses. No student may be admitted to any of the programs who has

a grade point average lower than a 2.25 on all college work attempted or the last sixty-four hours of undergraduate work attempted.

## APPLICANT

An applicant to any of the programs may be granted permission to register for one semester of course work prior to the completion of the admission procedure. Credit earned will be considered graduate level work but may not be counted toward any of the degree programs at Gardner-Webb University until the student meets admissions criteria when all credentials are assessed. All supporting documentation must be submitted and assessed in order for the student to register for a second term of course work.

## SPECIAL STUDENT

A student entering any of the programs to take courses for professional or career enhancement as a non-degree seeking student is granted special admission. A maximum of six semester hours of credit may be earned as a Special Student and applied toward any of the degree programs at Gardner-Webb University.

## TRANSIENT STUDENT

Transient status is assigned to an applicant from another recognized graduate institution who desires enrollment at Gardner-Webb University to take courses for transfer to the institution in which he or she is enrolled as a degree candidate. A transient student must submit an application for admission and a letter from the director or dean of the MBA or MAcc program in which he or she is regularly enrolled indicating good standing.

## TRANSFER OF COURSES FOR GRADUATE CREDIT

With the approval of the Director of the Graduate School of Business, a maximum of six semester hours may be accepted from a regionally accredited MBA, IMBA or MAcc program toward the fulfillment of requirements for the MBA, IMBA or MAcc degree at Gardner-Webb University. Credit will not be given for courses taken more than six calendar years before applying for admission to graduate study. Only courses with a grade of "B" or "A" will be considered for transfer and must be substantially parallel to Gardner-Webb University courses. Students currently enrolled in the any of the programs at Gardner-Webb University must have prior written approval to take courses from another institution for transfer credit.

Courses accepted in transfer admission are recorded as credit only: grades are recorded on a transfer evaluation form, but no grade points or grade point averages are computed. The grade point average used for administering policy and for graduation is computed on academic credit earned at Gardner-Webb University. The Registrar interprets the transfer policy and certifies students for graduation.

The primary purpose of the transfer credits policy is to grant incoming students credit for work previously completed. Students are expected to take the appropriate courses offered by Gardner-Webb University once they enter the program. Permission is granted to take courses offered by other institutions when the appropriate course is not offered by Gardner-Webb University or when it is more convenient for the University to approve a course for transfer than to offer the course by special arrangement.

Strong undergraduate students at Gardner-Webb University may be permitted, under special circumstances, to register for graduate courses with the permission of the Associate Dean of the Graduate School of Business. Graduate level courses may not be counted toward both the bachelor's and master's degree.

## READMISSION OF FORMER STUDENTS

Any student who does not register for three consecutive terms (the two summer sessions count as one term) must apply for readmission before resuming graduate work. The Graduate Business office keeps inactive files for a year after which students applying for readmission must submit all new application materials including transcripts and letters of recommendation, GMAT score and interview. The student will be notified by the Graduate Business office of their new status. No application fee is charged for readmission.

## TIME LIMITS

Students have a time limit of six (6) calendar years to complete their degree from the beginning of the term in which they are initially accepted.

## PROGRAMS

# MASTER OF BUSINESS ADMINISTRATION (MBA)

Gardner-Webb University is committed to providing a program of study that clearly gives its MBA graduates an advantage when competing among others in today's dynamic business environment.

The University's 36-semester-hour course of study is structured to provide students with a working knowledge of business and the managerial skills needed for successful departmental, divisional, and organizational leadership. Students who begin in August and successfully complete two courses each fall, spring, and summer will graduate at the end of their second summer of study, two years after beginning the program. Courses are offered during evening hours.

Visitors to the University are welcome at all times; administrative offices are open Monday through Friday from 8:00 a.m. until 5 p.m. For more information, please call the **Graduate Business Director of Admissions: (704) 406-3988 or (704) 406-4489 or (800) 457-4622.**

The MBA is recognized as the professional graduate degree designed to enhance effectiveness in upper-level managerial positions in a business setting. Many persons having career goals in non-profit settings also pursue the MBA degree. Graduate study in business not only helps individuals meet their goals of career development and personal growth but also contributes to their enhanced appreciation of the private enterprise market system.

## PURPOSE

Effective managerial behavior depends on the knowledge and skills used in decision-making. A successful administrator not only must know about his/her own professional area, but he/she also must have considerable understanding of the professional areas of others. Students in the MBA program are expected to develop a working knowledge of accounting, finance, human relations and behavior, economics, marketing, production, business law and international business.

The applied nature of the MBA program provides training in management through the use of practical techniques that can readily be utilized by the students in their existing positions. Students learn to be innovative in their approaches to



solving problems and making decisions. The program offers a unique opportunity to study with others who have similar interests and learn from others who have had varying work experiences.

The Master of Business Administration Program was developed to meet the following objectives:

- Prepare individuals for careers in business administration with advanced training in specific areas built on a broad understanding of business and its environment, both domestic and global.
- Provide individuals with the opportunity of gaining professional knowledge to attain their personal and career goals.
- Integrate business experience with current theories of management and explore new business concepts in various fields of the real world.
- Provide practical techniques to analyze alternative solutions to business problems involving economic, social, legal, political, and ethical factors.
- Develop practical skills for meeting the challenges of changing technology and managerial innovations.

## THE CURRICULUM

Today, managers need skills in analysis, problem solving, interaction, and communication. Approaches to problem solving are stressed throughout the program through the use of practical applications of academic concepts and theories. Students learn to be innovative in their approaches to problem solving through assignments requiring teamwork, communication skills and computer applications.

The Program is structured, having 36 semester credit hours of graduate level studies with 30 hours in the core and six hours of electives. Each course is three credit hours.

### CORE CURRICULUM

These fundamental courses are designed to prepare students to be effective managers and are required of all MBA students:

- Managerial Accounting
- Managerial Economics
- Managerial Finance
- Marketing Management
- Organizational Behavior
- Quantitative Methods
- Production/Operations Management
- Business Law and Ethics
- International Business
- Strategic Management

### GENERAL ELECTIVES

- Investment and Portfolio Management
- Entrepreneurial Management
- Managerial Communication
- Organization Power and Politics
- Labor Relations and Workforce Governance
- Labor in the Economy and Society
- Human Judgement and Decision Making
- Organizational Staffing

### INTERNATIONAL BUSINESS EMPHASIS ELECTIVES

- International Finance

- International Marketing
- International Trade Law
- Seminar in International Trade

#### *HUMAN RESOURCE MANAGEMENT EMPHASIS ELECTIVES*

- Human Resource Management
- Leadership: Theory and Practice
- Organizational Staffing
- Motivation and Reward Systems
- Employment Law

#### *HEALTH CARE MANAGEMENT EMPHASIS ELECTIVES*

- Health Care Administration
- Health Care Organization
- Health Care Economics
- Health Care Law and Ethics
- Health Care Marketing

#### *MANAGEMENT INFORMATION SYSTEMS (MIS) EMPHASIS ELECTIVES*

- Management Information Systems
- E-Commerce and Network Resource Planning
- Technical Trends in Management Information Systems
- Advanced Accounting Information Systems
- E-commerce and Internet Laws

#### *BANKING AND FINANCE EMPHASIS ELECTIVES*

- Investment Portfolio Management
- International Finance
- Financial Institution Management
- Cases in Financial/Managerial Accounting

#### **DEGREE REQUIREMENTS:**

- Overall minimum grade point average of 3.0 in graduate studies.
- Satisfactory completion of the 30 core graduate hours (10 courses) and the 6 elective graduate hours (2 courses) within six calendar years for the MBA degree and 12 core graduate hours (4 courses) and the 18 elective graduate hours (6 courses) within six calendar years for the MAcc degree.
- Application for graduation by the dates published by the Registrar.
- Participation in Commencement exercises.

It is the student's responsibility to be familiar with the preceding requirements for graduation.

### **PROGRAM OF STUDY**

#### *MASTER OF BUSINESS ADMINISTRATION (MBA)*

#### **FOUNDATION COURSES**

BADM501  
BADM502

Foundation of Business I  
Foundation of Business II

0 sem. hrs.  
0 sem. hrs.

## CORE CURRICULUM

The Core Curriculum, required of all MBA students, consists of the following ten MBA courses:

|         |  |             |
|---------|--|-------------|
| ACCT600 | Managerial Accounting                  | 3 sem. hrs. |
| BADM610 | Managerial Economics                   | 3 sem. hrs. |
| BADM620 | Managerial Finance                     | 3 sem. hrs. |
| BADM625 | Marketing Management                   | 3 sem. hrs. |
| BADM630 | Organizational Behavior                | 3 sem. hrs. |
| BADM631 | Quantitative Methods                   | 3 sem. hrs. |
| BADM635 | Production and Operations Management   | 3 sem. hrs. |
| BADM640 | Business Law and Ethics                | 3 sem. hrs. |
| BADM650 | International Business                 | 3 sem. hrs. |
| BADM690 | Strategic Management (Capstone Course) | 3 sem. hrs. |

## ELECTIVES

Two electives comprise the remainder of a student's program of study. A student may take the six hours of electives in International Business or Health Care Management or Human Resource Management for an emphasis in the respective areas. These courses vary, including courses such as the following:

|         |  |             |
|---------|--|-------------|
| BADM605 | Health Care Administration                         | 3 sem. hrs. |
| BADM606 | Health Care Organization                           | 3 sem. hrs. |
| BADM607 | Organization Power and Politics                    | 3 sem. hrs. |
| BADM608 | Leadership: Theory and Practice                    | 3 sem. hrs. |
| BADM609 | Organizational Staffing                            | 3 sem. hrs. |
| BADM611 | Health Care Economics                              | 3 sem. hrs. |
| BADM612 | Motivation and Reward Systems                      | 3 sem. hrs. |
| BADM613 | Labor Relations and Workforce Governance           | 3 sem. hrs. |
| BADM614 | Labor in the Economy and Society                   | 3 sem. hrs. |
| BADM615 | Human Judgement and Decision Making                | 3 sem. hrs. |
| BADM621 | Investment and Portfolio Management                | 3 sem. hrs. |
| BADM626 | Health Care Marketing                              | 3 sem. hrs. |
| BADM632 | Human Resource Management                          | 3 sem. hrs. |
| BADM633 | Entrepreneurial Management                         | 3 sem. hrs. |
| BADM634 | Management Information Systems                     | 3 sem. hrs. |
| BADM636 | Managerial Communication                           | 3 sem. hrs. |
| BADM637 | Technical Trends in Management Information Systems | 3 sem. hrs. |
| BADM638 | E-Commerce and Network Resource Planning           | 3 sem. hrs. |
| BADM639 | E-Commerce and Internet Law                        | 3 sem. hrs. |
| BADM641 | Health Care Law and Ethics                         | 3 sem. hrs. |
| BADM642 | Employment Law                                     | 3 sem. hrs. |
| BADM643 | International Trade Law                            | 3 sem. hrs. |
| BADM651 | International Finance                              | 3 sem. hrs. |
| BADM652 | International Marketing                            | 3 sem. hrs. |
| BADM653 | Seminar in International Trade                     | 3 sem. hrs. |

## PROGRAM GUIDELINES

All undergraduate course information deficiencies must be made up prior to enrolling in MBA courses.

■ BADM600, BADM610, BADM625 should be scheduled early in the program.

■ Electives should be scheduled in the latter stages of the program.

■ Strategic Management, BADM690, should culminate the program. A minimum of 24 hours of MBA core courses that include BADM 600, BADM 610, BADM 620, and BADM 630 are required prior to enrollment. A student receiving a final grade of less than "B" must repeat the course.

## MASTER OF ACCOUNTANCY (MAcc)

The Master of Accountancy (MAcc) Program offered by the Graduate School of Business at Gardner-Webb University is structured to prepare students for the significant changes that are impacting the accounting profession. The MAcc is recognized as the professional graduate degree designed to enhance effectiveness in upper-level accounting and financial positions in public accounting, private industry or government.

The flexibility of the MAcc degree provides for the creation of several career-specific degree tracks. Among the degree tracks available are general accounting and taxation. While some tracks are accomplished primarily through selected accounting course work, other tracks require selection of complimentary graduate business (non-accounting) courses. Courses are offered only in the evenings, to accommodate working professionals.

### PURPOSE

Today's global business environment is dynamic. There are significant challenges facing accountants. Today's accountant is expected to know more and do more than ever before. It is not enough to know accounting rules and regulations. To be successful in providing value to employers and clients alike, today's accountant must demonstrate a combination of technical competence, oral and written communication skills, analytical problem-solving skills, technology skills and people skills. The intensive, applied nature of this MAcc Program provides training in an accounting through the use of practical techniques that can readily be utilized by the students in their existing positions. The program will also provide students with an educational experience to meet the North Carolina State Board of Public Accountancy's new 150-hour requirement to obtain the Uniform Certified Public Accounting Examination.

The program is designed to meet the following objectives:

- Prepare individuals for careers in accounting with advanced training in specific areas built on a broad understanding of accounting and the business environment.
- Provide individuals with the opportunity of gaining advanced knowledge in accounting to enhance success in completing certifying examinations needed for

designations, such as Certified Public Accountant, Certified Management Accountant or Certified Internal Auditor.

- Integrate business experience with current accounting theory to enhance individual performance beyond the entry/certification stage in their professional careers.
- Provide techniques to analyze alternative solutions to accounting and business problems involving economic, social, legal, political and ethical factors.
- Develop techniques to meet the challenges of changing technology and today's global accounting dynamics.

## MACC DEGREE REQUIREMENTS

The program requires a minimum of thirty semester credit hours of graduate studies: Twelve hours in the required core, six accounting elective hours and twelve graduate business elective hours. A student may take the six accounting elective hours by selecting from among courses in the general accounting track or by selecting from among courses in the tax accounting track. Each course is three semester credit hours. Combining the six hours in the tax accounting track with the three hours of the Tax Research/Planning course in the core provides students with a tax accounting emphasis. In addition, students with no Baccalaureate degree in accounting must satisfy the requirements for ACCT 600, ACCT 601 and ACCT 602 depending on their track option before enrolling in other graduate accounting courses.

## MACC COURSES AND COURSE NUMBERS

|          |   |             |
|----------|---|-------------|
| ACCT 503 | Foundation of Accounting I              | 0 sem. hrs. |
| ACCT 504 | Foundation of Accounting II             | 0 sem. hrs. |
| ACCT 600 | Managerial Accounting                   | 3 sem. hrs. |
| ACCT 601 | Federal Income Tax                      | 3 sem. hrs. |
| ACCT 602 | Advanced Federal Income Tax             | 3 sem. hrs. |
| ACCT 603 | Partnership and S Corporation Taxation  | 3 sem. hrs. |
| ACCT 604 | Estate, Gifts, and Trust Planning       | 3 sem. hrs. |
| ACCT 605 | Accounting Legal Issues and Ethics      | 3 sem. hrs. |
| ACCT 606 | Tax Research/Planning                   | 3 sem. hrs. |
| ACCT 607 | State and Local Taxation                | 3 sem. hrs. |
| ACCT 610 | Advanced Accounting Information Systems | 3 sem. hrs. |
| ACCT 611 | Advanced Auditing                       | 3 sem. hrs. |
| ACCT 612 | Accounting Theory and Practice          | 3 sem. hrs. |
| ACCT 619 | Cases in Taxation                       | 3 sem. hrs. |

## FOUNDATION COURSES (0 HOURS)

|          |                             |             |
|----------|-----------------------------|-------------|
| ACCT 503 | Foundation of Accounting I  | 0 sem. hrs. |
| ACCT 504 | Foundation of Accounting II | 0 sem. hrs. |

## REQUIRED CORE COURSES (12 HOURS)

|          |   |             |
|----------|---|-------------|
| ACCT 610 | Advanced Accounting Information Systems | 3 sem. hrs. |
| ACCT 611 | Advanced Auditing                       | 3 sem. hrs. |
| ACCT 612 | Accounting Theory and Practice          | 3 sem. hrs. |
| ACCT 606 | Tax Research/Planning                   | 3 sem. hrs. |



**TAX ACCOUNTING TRACK (6 HOURS)**

|          |  |             |
|----------|--|-------------|
| ACCT 601 | Federal Income Tax                       | 3 sem. hrs. |
| ACCT 602 | Advanced Federal Income Tax              | 3 sem. hrs. |
| ACCT 603 | Partnership and S Corporation Taxation   | 3 sem. hrs. |
| ACCT 604 | Estate, Gifts, and Trust Planning        | 3 sem. hrs. |
| ACCT 605 | Accounting Legal Issues and Ethics       | 3 sem. hrs. |
| ACCT 607 | State and Local Taxation                 | 3 sem. hrs. |
| ACCT 619 | Cases in Taxation                        | 3 sem. hrs. |
| ACCT 621 | Government and Not-For-Profit Accounting | 3 sem. hrs. |
| ACCT 622 | Seminar in International Accounting      | 3 sem. hrs. |
| ACCT 625 | Topics in Accounting                     | 3 sem. hrs. |

**GENERAL ACCOUNTING TRACK (6 HOURS)**

|          |  |             |
|----------|--|-------------|
| ACCT 600 | Managerial Accounting                    | 3 sem. hrs. |
| ACCT 605 | Accounting Legal Issues and Ethics       | 3 sem. hrs. |
| ACCT 620 | Cases in Financial/Managerial Accounting | 3 sem. hrs. |
| ACCT 621 | Government and Not-For-Profit Accounting | 3 sem. hrs. |
| ACCT 622 | Seminar in International Accounting      | 3 sem. hrs. |
| ACCT 625 | Topics in Accounting                     | 3 sem. hrs. |

**BUSINESS ELECTIVES (12 HOURS)**

The elective courses are chosen from the large number of Master of Business Administration (MBA) and International Master of Business Administration (IMBA) courses. These courses allow the student to address functional weaknesses or pursue additional specialization. For example, a student could take a group of courses related to health care management or banking and finance or international business. Students with no Baccalaureate degree in accounting are encouraged to take more accounting electives in place of the business electives.

## INTERNATIONAL MASTER OF BUSINESS ADMINISTRATION (IMBA)

The International Master of Business Administration (IMBA) Program offered by the Graduate School of Business at Gardner-Webb University is structured to provide a strong academic foundation in international business through a comparative approach to global business. The IMBA is recognized as the professional graduate degree designed to enhance effectiveness and provide comprehensive knowledge and skills involved in managing international profit and nonprofit organizations.

The thirty-six credit hour curriculum includes eighteen hours of graduate international business courses, twelve hours of required general Master of Business Administration (MBA) core courses and six hours of electives from the Graduate School of Business offerings. The two-year outline of courses has a logical sequence progressing from required courses of international business, international marketing, international finance, international trade law, corporate and inter-cultural communication, seminar in international trade to courses in the major emphasis area.

## PURPOSE

The global competitive market is continuously changing as we move toward the next century. The magnitude and speed of the changes and their strategic implications for firms, irrespective of location or product/service is unprecedented. The aggregate impact of these changes and the competitive responses of individual firms on individual country and regional economies is equally powerful. To be an effective global manager, one must be equipped with the necessary tools for the challenges ahead. The IMBA program at the Graduate School of Business offers a cutting-edge graduate international business education that prepares students for these challenges. The intensive, applied nature of this IMBA program provides training in international business through the use of practical techniques, foreign country experience and other important tools that can readily be utilized by the students in their existing positions.

The program is designed to meet the following objectives:

- Prepare individuals for careers in international business with advanced training in specific areas built on a broad understanding of international business environment
- Prepare individuals with the opportunity of gaining cultural understanding with direct experience in a specific country or region of the world
- Provide practical techniques to analyze alternative solutions to business problems involving economic, social, legal, political, and ethical factors affecting international business
- Integrate business experience with current theories of management and explore new business concepts in various fields of the real world
- Prepare individuals with the opportunity of gaining excellence in service/customer contact, replacing a traditional internal, organizational perspective.
- Provide individuals with an overall global orientation through the development of practical skills for meeting the challenges of changing global technology and managerial innovations.

## IMBA DEGREE REQUIREMENTS

The program requires a minimum of thirty-six semester credit hours of graduate studies: Eighteen hours of graduate international business courses, twelve hours of required MBA core courses and six hours of electives from the Graduate School of Business offerings. Each course is three semester credit hours. Students with an MBA degree seeking IMBA degree must take all courses listed with INTL, BADM 638 and any other elective from the MAcc or MBA programs. A minimum of thirty graduate semester hours must be earned in this program for those students with an MBA degree only.

## IMBA COURSES AND COURSE NUMBERS

### INTERNATIONAL BUSINESS COURSES (18 HOURS)

|          |                                     |
|----------|-------------------------------------|
| INTL 622 | Seminar In International Accounting |
| INTL 643 | International Trade Law             |

|          |  |
|----------|--|
| INTL 650 | International Business                           |
| INTL 651 | International Finance                            |
| INTL 652 | International Marketing                          |
| INTL 636 | Corporate and Intercultural Communications       |
| INTL 653 | Seminar In International Trade (Capstone Course) |
| INTL 695 | Current Topics in International Business         |
| BADM 638 | E-Commerce and Internet Law                      |

### *MBA AND MACC REQUIRED COURSES (12 HOURS)*

|          |                         |
|----------|-------------------------|
| ACCT 600 | Managerial Accounting   |
| BADM 610 | Managerial Economics    |
| BADM 625 | Marketing Management    |
| BADM 640 | Business Law and Ethics |
| BADM 630 | Organizational Behavior |
| BADM 620 | Managerial Finance      |

### *OTHER BUSINESS ELECTIVES (6 HOURS)*

The elective courses are chosen from the large number of Master of Business Administration (MBA) and Master of Accountancy (MAcc) courses. These courses allow the student to address functional weaknesses or pursue additional specialization. For example, a student could take a group of courses related to management information systems or banking and finance or human resource management. Other areas of emphasis include accounting and healthcare management.

## *MBA/MACC DEGREE PROGRAM*

(Master of Business Administration and Master of Accountancy)

The total requirement for the MBA/MAcc program is 60 hours described as follows:

|          |   |
|----------|---|
| 30 hours | Courses specific to the MBA degree        |
| 06 hours | Courses shared by MBA/ MAcc               |
| 24 hours | Courses specific to the MAcc degree       |
| 60 hours | Total hours required for MBA/MAcc degree. |

- Required core courses 14 courses (42 hours)

BADM 610, BADM 620, BADM 625, BADM 630, BADM 631, BADM 635, BADM 640, BADM 690, INTL 650, ACCT 600, ACCT 606, ACCT610, ACCT 611, ACCT 612

- Required elective courses 6 courses (18 hours) – From MBA and MAcc courses

- Total hours required for MBA/MAcc (60 hours)

### *PROGRAM GUIDELINES:*

All students that have no prior business or accounting degrees will be required to take Foundation of Business I and II or Foundation of Accounting I and II or all four foundation classes to help them prepare for an advanced training in business

and accounting. Students with either the MBA or MAcc degree will be required to take at least 30 hours of graduate work in this program.

See catalog for course descriptions and other program guidelines and requirements.

## IMBA/MAcc DEGREE PROGRAM

(International Master of Business Administration and Master of Accountancy)

The total requirement for the I-MBA / MAcc program is 60 hours described as follows:

|          |  |
|----------|--|
| 30 hours | Courses specific to the IMBA degree        |
| 06 hours | Courses shared by IMBA / MAcc              |
| 24 hours | Courses specific to the MAcc degree        |
| 60 hours | Total hours required for IMBA/MAcc degree. |

- Required core courses 10 courses (30 hours – 18 hours from IMBA and 12 hours from MAcc)  
INTL 622, INTL 636, INTL 643, INTL 650, INTL 651, INTL 652, INTL 653, INTL 695, ACCT 600, ACCT 606, ACCT610, ACCT 611, ACCT 612
- Required elective courses 10 courses (30 hours) – From MBA and MAcc courses
- Total hours required for I-MBA / MAcc (60 hours)

### PROGRAM GUIDELINES:

All students that have no prior business or accounting degrees will be required to take Foundation of Business I and II or Foundation of Accounting I and II or all four foundation classes to help them prepare for an advanced training in business and accounting areas. Students with either the IMBA or MAcc degree will be required to take at least 30 hours of graduate work in this program

See catalog for course descriptions and other program guidelines and requirements.

## UNDERGRADUATE BUSINESS DEFICIENCIES

Students who have not previously studied business are strongly encouraged to apply. Most likely, however, they will have some undergraduate deficiencies. The following undergraduate studies or equivalents, completed with a "C" or better, are required for full admittance into the MBA and MAcc programs.

|   |                             |
|---|-----------------------------|
| ■ Accounting                            | 2 semesters                 |
| ■ Economics (Micro and Macro)           | 2 semesters                 |
| ■ Statistics                            | 1 semester                  |
| ■ Microcomputers                        | 1 semester (or proficiency) |
| In addition, the Macc Program requires: |                             |
| ■ Intermediate Accounting               | 2 semesters                 |
| ■ Auditing                              | 1 semester                  |
| ■ Advanced Accounting                   | 1 semester                  |
| ■ Cost Accounting                       | 1 semester                  |
| ■ Individual Income Tax                 | 1 semester                  |

Persons who have not completed these requirements may be given applicant status and after satisfactorily completing business foundation deficiencies at Gardner-Webb University or elsewhere may be granted full admission.

## BUSINESS AND ACCOUNTING FOUNDATION COURSES

### WHAT ARE BUSINESS AND ACCOUNTING FOUNDATION COURSES?

Business and Accounting Foundation Courses are designed to meet the needs of Master of Business Administration (MBA) and Master of Accounting (MAcc) students who are deficient in one or more of the business or accounting courses required for admission into the programs. They are integrative and taught as accelerated courses. These courses are usually offered on Saturdays and have also been offered on weekdays based on demand. When offered on Saturdays, classes meet from 8 a.m. to 5 p.m. for five Saturdays. Upon completion of any of these courses, a grade of "P" for PASS or "F" for FAIL is assigned to the student depending on his or her performance in the course. A student who receives a grade of "P" earns a three-hour credit.

### WHY A FOUNDATION COURSE?

It provides a student the opportunity to enroll immediately into the program and helps the student to move from a provisional status to full admission status upon successful completion of the course(s). It also provides that student the avenue of sampling quality instruction before actually enrolling for the full course of study.

### WHO NEEDS A FOUNDATION COURSE?

Any student who is deficient in the follow courses:

- Principles of Accounting 1 and 2
- Financial Analysis
- Principles of Economics 1 and 2
- Statistical Analysis
- Management Information System

The courses - Principles of Accounting 1 and 2, and Financial Analysis are combined as Foundation I. The last three courses - Principles of Economics 1 and 2, Statistics and Management Information System represent Foundation II for MBA Program only. The MAcc Program requires in addition, Intermediate Accounting I and II, represent Accounting Foundations I and the other areas of Accounting represent Accounting Foundations II.

### HOW DO I REGISTER FOR THESE COURSES?

Call your adviser or the Graduate Business office at (704) 406-4622.

## COURSES OF INSTRUCTION

### MASTER OF BUSINESS ADMINISTRATION (MBA)

#### BADM 501 FOUNDATION OF BUSINESS I

*0 semester hours*

An introduction to accounting concepts and techniques, and fundamental concepts of finance. this integrated course covers various topics of each discipline to provide foundation for the students without prior education in business administration.

#### BADM 502 FOUNDATION OF BUSINESS II

*0 semester hours*

An introduction to economics principles, concepts of statistics and management information



system. Essential topics in each field are covered to provide basic understanding for the students without academic background in business administration. Students will be exposed to computer applications for business.

**BADM 600 MANAGERIAL ACCOUNTING** 3 semester hours

A study of the techniques used to present management with information for decision-making and financial reporting. Topics include methods of cost estimation, cost-volume-profit analysis, planning and control, and capital expenditure decisions.

**BADM 610 MANAGERIAL ECONOMICS** 3 semester hours

The application and use of economic models in analyzing and solving selected problems of the firm such as product pricing, product mix, demand forecasting and market analysis.

**BADM 620 MANAGERIAL FINANCE** 3 semester hours

A study of financial management concepts and techniques and their application to financial decision-making through case analysis. Topics include asset valuation, capital budgeting, dividend policy, capital structure analysis, and financing decisions.

**BADM 625 MARKETING MANAGEMENT** 3 semester hours

An analysis of the marketing management decision process, with particular emphasis on market opportunity analysis, strategy development, planning, and the integration of marketing with overall corporate strategy.

**BADM 630 ORGANIZATIONAL BEHAVIOR** 3 semester hours

An intensive investigation of human behavior on the individual, group and organizational levels. Perspectives from psychology, sociology, and business administration are all considered. Topics include personality and perception, decision-making, motivation, leadership, group dynamics, power and politics, and organizational design and development.

**BADM 631 QUANTITATIVE METHODS** 3 semester hours

An intensive survey and application of mathematical techniques in solving business problems. Topics include decision theory, inventory control methods, linear programming, queuing theory, network models, simulation, and optimization. Computer applications will be used in many topics.

**BADM 635 PRODUCTION AND OPERATIONS MANAGEMENT** 3 semester hours

An analysis of management functions related to production; planning, design, construction control, and operational control. Special topics will include forecasting, project management via CPM/PERT, plant location and layout, production scheduling, quality control, and inventory management. Prerequisite: BADM 631 or permission of instructor.

**BADM 640 BUSINESS LAW AND ETHICS** 3 semester hours

The application of law to managerial decisions. Topics include business torts and crimes, corporate social responsibilities to the consuming public, employees and competitors, real and personal property transactions, product liability, antitrust law, and the governmental regulations of business.

**BADM 650 INTERNATIONAL BUSINESS** 3 semester hours

An overview of the major forms of international business with special attention to exports and imports, overseas investments, production and basic marketing operations, licensing, financing and other international business services.

### **BADM 690 STRATEGIC MANAGEMENT**

3 semester hours

An integrative course designed to enable the student to employ knowledge of the various functional areas of business administration as policy decisions are considered from the viewpoint of executive management. Case methods of instruction lend realism to exercises in decision-making. A student receiving a final grade of less than B must repeat the course. Prerequisites: Minimum of 24 hours of required MBA core courses that include BADM 600, 610, 620 and 630 or permission of MBA Director.

## **ELECTIVE COURSES**

### **BADM 605 HEALTH CARE ADMINISTRATION**

3 semester hours

An introduction to the principles of administration within health care organizations and the basic concepts of organizational theories relevant to effective administration of health care institutions.

### **BADM 606 HEALTH CARE ORGANIZATION**

3 semester hours

An overview of the organizations, structure, and financing of the health care delivery system in the United States. Issues in health care resourcing, institutions, and system organization will be examined.

### **BADM 607 ORGANIZATION POWER AND POLITICS**

3 semester hours

The course examines sources and uses of power in relationships that occur between individuals. In small groups; and in large complex organizations. Skills and knowledge relating to the acquisition and constructive use of power to manage effectively are emphasized. Organizational change is viewed as a manifestation of the exercise of power. Methods of change behavior in organizations are explored in lectures, discussions, and case studies.

### **BADM 608 LEADERSHIP: THEORY AND PRACTICE**

3 semester hours

Critical examination of various leadership theories (trait, situational, organizational, power, vision) and research evidence based on those theories. Students also develop an assessment of their own leadership skills and develop those skills in class exercises.

### **BADM 609 ORGANIZATIONAL STAFFING**

3 semester hours

Examination of alternative organization staffing strategies—recruitment and hiring, training and development, promotion and transfer — potential advantages of each in a variety of settings. Analysis of specific techniques for effective application of different strategies for human resource staffing — selection, performance appraisal, human resource planning, training, and career counseling.

### **BADM 611 HEALTH CARE ECONOMICS**

3 semester hours

An introduction to economic concepts as they apply to the unique specifics of the health care industry. The course will focus on the interrelationships of social policy, political processes, health insurance fundamentals, and health care delivery system with emphasis on economic principles and perspectives.

### **BADM 612 MOTIVATION AND REWARD SYSTEMS**

3 semester hours

Analysis of approaches to the motivation of individual and work team performances through systems of reward. Examination of approaches to setting wage structures, design of incentives, and the administration of reward system. Economics and psychological theories are applied in these analysis.

## **BADM 613 LABOR RELATIONS AND WORK FORCE GOVERNANCE**

*3 semester hours*

Examinations of issues in governance of the work force — employment contracts, work rules, wage systems, grievance settlement — and alternative systems of governance, such as collective bargaining, works councils, worker participation and collegial systems. Analysis of likely consequences for work force cooperation and productivity.

## **BADM 614 LABOR IN THE ECONOMY AND SOCIETY**

*3 semester hours*

Examines the evolution and current status of labor and human resources in American industry. The changing structure of the labor force and its deployment among occupations and industries are examined, as well as the evolution of the American labor movement and collective bargaining. Public policy concerning employment and collective bargaining is considered. Current topics such as employment discrimination, the future of the labor movement, alternatives to collective bargaining, and the impact of automation upon the labor force are also considered.

## **BADM 615 HUMAN JUDGMENT AND DECISION MAKING**

*3 semester hours*

Social, psychological, economic, and political aspects of individual and group decision making. Decision making under uncertainty; emphasis on descriptive rather than normative theories. Prospect theory, decision regret, decision heuristics, causal attribution, perception, multi-criteria decision making. Lectures and seminar.

## **BADM 621 INVESTMENT AND PORTFOLIO MANAGEMENT**

*3 semester hours*

An examination of the investment in both the personal and corporate setting. Emphasis is placed on the analysis of risk and return trade-offs of various investment alternatives, portfolio selection and management, and tax considerations.

## **BADM 622 FINANCIAL INSTITUTION MANAGEMENT**

*3 semester hours*

This course is designed to introduce graduate students to the dynamics of managing financial institutions within a competitive and quickly changing marketplace. Topics will include: regulation, asset-liability management, off-balance sheet management, liquidity, risk management, product pricing, and the lending process. Lectures and assigned problems will be supplemented by the standard Bank Game, and interactive computer-simulation program which allows students to learn experientially by managing a virtual bank.

## **BADM 626 HEALTH CARE MARKETING**

*3 semester hours*

An introduction to the foundations, principles, and basic applications of health care marketing. Topics will include the development of marketing strategies and programs as well as general health care planning. Marketing research, product development, and physician marketing will be covered.

## **BADM 632 HUMAN RESOURCE MANAGEMENT**

*3 semester hours*

An examination of the theories involved in selecting, placing, evaluation, and compensating the employees of an organization. Topics include human resource planning, employment law, job analysis and design, recruiting, compensation and benefits, and employee health and safety.

**BADM 633 ENTREPRENEURIAL MANAGEMENT**

3 semester hours

An examination of how entrepreneurial managers discover and take advantage of innovative opportunities. Topics emphasized are the entrepreneurial process, starting new ventures, and developing entrepreneurship in large corporations.

**BADM 634 MANAGEMENT INFORMATION SYSTEMS**

3 semester hours

Examination of the strategic applications of computer-based systems for management of the organization. Topics include general concepts of information system, a review of decision analysis, and discussion of representations and the modeling process.

**BADM 636 MANAGERIAL COMMUNICATIONS**

3 semester hours

The nature and problems of individual, interpersonal, and organizational communication in business. Various techniques such as concise writing, presentations, graphics and public speaking will be developed and practiced for effective organizational and individual performance.

**BADM 637 TECHNICAL TRENDS IN**

**MANAGEMENT INFORMATION SYSTEMS**

3 semester hours

Examines recent trends and innovations in management information systems. Topics include: networking, world-wide web, object-oriented analysis, visual programming. The emphasis is on understanding these technical topics and their managerial and organizational implications.

**BADM 638 E-COMMERCE AND NETWORK**

**RESOURCE PLANNING**

3 semester hours

The technical and managerial aspects of industrial and enterprise networks will be examined. Topics such as supply chain management, enterprise integration, and reduced cycle time will be examined.

**BADM 639 E-COMMERCE AND INTERNET LAW**

3 semester hours

This course will focus on the legal and ethical environment related to doing business over the internet. Recent developments, court decisions, federal and state statutes, administrative rulings, and the legal literature regarding internet law will be covered.

**BADM 641 HEALTH CARE LAW AND ETHICS**

3 semester hours

An examination of the major legal issues encountered in the health care field by administrators and practitioners. Topics to be covered include: principles of liability, medical ethics, and legislative and regulatory factors in health care delivery.

**BADM 642 EMPLOYMENT LAW**

3 semester hours

An in-depth study of the legislative, executive, and judicial law that govern the employment practices of today. Major laws included in this course are the FLSA, CRA-Title VII, ADA, FMLA, NLRA, OSHA. Issues of discrimination, harassment, health and safety, labor relations, and due process will be addressed.

**MACC PROGRAM COURSE DESCRIPTIONS**

**ACCT 503 FOUNDATION OF ACCOUNTING I**

3 undergraduate semester hours

An analysis of intermediate accountings I & II. This integrated course covers major and relevant topics from each course to provide a foundation for students without prior education in accounting. Prerequisite BADM 501

**ACCT 504 FOUNDATION OF ACCOUNTING II** 3 undergraduate semester hours  
An examination of cost, auditing, partnership, consolidation, governmental, and tax accounting as they relate to individually and the firm. Essential topics in each area are covered to provide a basic understanding for students without academic backgrounds in accounting. Students will be exposed to computer applications for business and accounting. Prerequisite BADM 501

**ACCT 600 MANAGERIAL ACCOUNTING** 3 semester hours  
A study of the techniques used to present management with information for decision making and financial reporting. Topics include methods of cost estimation, cost-volume-profit analysis, planning and control, and capital expenditure decisions. Prerequisite BADM 501 & 502

**ACCT 601 FEDERAL INCOME TAX** 3 semester hours  
Integration of theory and application to personal income tax planning, research and preparation. Prerequisite ACCT 503 & 504

**ACCT 602 ADVANCED FEDERAL INCOME TAX** 3 semester hours  
An examination of advanced taxation topics other than individual taxation issues. Topics include an investigation of United States regulations for corporate, partnership, estate, trust, and gift taxation. Pre- or co-requisite ACCT 601

**ACCT 603 PARTNERSHIP & S CORPORATION** 3 semester hours  
An examination of tax implications of forming and operating conduit type businesses, with emphasis on planning for tax minimization. Topics such as concept of income (legislative and judicial) and impact on investment decisions, choice of business entity and capital structure (corporations vs. conduits; debt vs. Equity), and compensation and retirement program planning (ESOPs, IRAs, Pensions, 401Ks, Stock options) will be examined.

**ACCT 604 ESTATE, GIFTS, & TRUST PLANNING** 3 semester hours  
A study of the gift tax and income taxation of estates and trusts, including federal transfer tax laws with emphasis on family tax planning.

**ACCT 605 ACCOUNTING LEGAL ISSUES & ETHICS** 3 semester hours  
Subject matter prepares the student for areas of law addressed on the CPA exam including contracts, uniform commercial code, secured transactions, fraud, commercial paper, and accountant's legal liability. Explores the relationship between taxation and law.

**ACCT 606 TAX RESEARCH/PLANNING** 3 semester hours  
Research oriented course designed to emphasize the need for tax planning. Topics to be covered include, tax research methods, writing skills needed for tax research, elements of modern tax practices, commercial tax services (especially CCH's Online Tax Research System.) Students will be assigned a number of cases for research.

**ACCT 607 STATE AND LOCAL TAXATION** 3 semester hours  
Examines the structure and function of state and local taxation as opposed to federal taxation. The impact of specific North Carolina tax law on personal and business policy is analyzed. Content is particularly useful for those who may enter public practice.

**ACCT 610 ADVANCED ACCOUNTING INFORMATION SYSTEMS** 3 semester hours  
The integration of advanced applications in Accounting Information Systems including the understanding of appropriate computer technology in accounting, systems design and evaluation, systems controls, and systems implementation.



**ACCT 611 ADVANCED AUDITING**

*3 semester hours*

An in-depth examination of the standards and principles of internal and external auditing, regulatory agency promulgations, and application of the standards and principles to preparation of auditing. ASB pronouncements and application of GAAS to an audit (public, internal and governmental) engagement will also be examined.

**ACCT 612 ACCOUNTING THEORY & PRACTICE**

*3 semester hours*

The study of advanced accounting topics and theory, financial accounting standards and principles, regulatory agency promulgations, preparation of financial accounting reports and application to special accounting topics and problems.

**ACCT 619 CASES IN TAXATION**

*3 semester hours*

Cases precipitate a consideration of the effects of federal taxation on business policy and decision making. Draws from other business disciplines as fact patterns are analyzed and recommendations are made based on tax legislation and legal interpretation by the courts.

**ACCT 620 CASES IN FINANCIAL/  
MANAGERIAL ACCOUNTING**

*3 semester hours*

Integration of the conceptual and computational aspects of income determination, financial statement analysis and preparation. Readings, problem solving and cases will be the core of this course.

**ACCT 621 GOVERNMENT &  
NOT-FOR-PROFIT ACCOUNTING**

*3 semester hours*

Budgeting, fund accounting, internal auditing concepts, financial reporting and techniques for planning and control with special emphasis to government and not-for-profit sectors of the economy.

**ACCT 622 SEMINAR IN  
INTERNATIONAL ACCOUNTING**

*3 semester hours*

An examination of various international accounting topics, including foreign currency translation, analysis of foreign financial statements, financial reporting and disclosure, transfer pricing and international taxation, harmonization of accounting standards, and comparative accounting systems.

**ACCT 625 TOPICS IN ACCOUNTING**

*3 semester hours*

Intended to provide a forum for the consideration of contemporary issues facing the business and accounting community. Allows students to concentrate on issues such as leadership in the accounting profession, white collar crime, the taxation of estates, or the tax effects of taxation on business organization.

## **IMBA PROGRAM COURSE DESCRIPTIONS**

**INTL 622 SEMINAR IN  
INTERNATIONAL ACCOUNTING**

*3 semester hours*

An examination of various international accounting topics, including foreign currency translation, analysis of foreign financial statements, financial reporting and disclosure, transfer pricing and international taxation, harmonization of accounting standards, and comparative accounting systems.

### **INTL 643 INTERNATIONAL TRADE LAW**

*3 semester hours*

Exploration of the legal and ethical framework within which organizations operate to transact business across national borders. Topics include an introduction to legal and quasi-legal organizations (NAFTA, GATT, ECU, WTO, World Bank and others); Federal (U.S.) laws regulating the conduct of U.S. citizens abroad; and ethical issues raised by the conduct of business in a foreign cultural context.

### **INTL 650 INTERNATIONAL BUSINESS**

*3 semester hours*

An overview of the major forms of international business with special attention to exports and imports, overseas investments, production and basic marketing operations, licensing, financing and other international business services.

### **INTL 651 INTERNATIONAL FINANCE**

*3 semester hours*

An in-depth study of the financial management of a firm including the acquisition, control, taxation and investment of funds under international influences, such as fluctuating exchange rates and institutional differences.

### **INTL 652 INTERNATIONAL MARKETING**

*3 semester hours*

An advanced study of marketing in the global marketplace, including methods of opportunity assessment, strategies required when marketing in various cultural, economic, legal and political environments and approaches to managing global marketing operations. Prerequisites: BADM 625, BADM 650 or permission of instructor.

### **INTL 636 CORPORATE AND INTERCULTURAL COMMUNICATIONS**

*3 semester hours*

Corporate and Intercultural Communications addresses crisis communications, public relations, media relations, intercultural communications, and current topics. Other topics include business writing and presentations.

### **INTL 653 SEMINAR IN**

### **INTERNATIONAL TRADE (CAPSTONE COURSE)**

*3 semester hours*

This is the capstone course required for all students obtaining the IMBA degree. Presentations and discussions will concern current problems affecting the international trade and the development of professionalism in the discipline. One or more sections of this course may include an international travel component. While on the trip, the class will visit foreign firms, meet with a variety of business and academic leaders and study issues particular to that region of the world. Prerequisites: Students enrolling for INTL 653 must have already completed at least BADM 650 or with the permission of the Director of the program. A student receiving a final grade of less than "B" must repeat the course.

### **INTL 695 CURRENT TOPICS IN INTERNATIONAL BUSINESS**

*3 semester hours*

A specialized study of various international developments. Topics will vary from semester to semester.



# THE M. CHRISTOPHER WHITE SCHOOL OF DIVINITY

*Stretching the Mind, Stirring the Heart, Serving the Church*

## INTRODUCTION TO THE SCHOOL OF DIVINITY

On October 22, 1992, the Board of Trustees unanimously approved the establishment of the Gardner-Webb University Divinity School, believing that such an action was an appropriate response for Gardner-Webb University given the needs of the denomination, the changes in theological education, the heritage of the University, and the strength of the University's support. On October 23, 1998, the University's Board of Trustees named the School the M. Christopher White School of Divinity in honor of the University's president.

The School of Divinity, one of four schools offering graduate degrees within the academic program of Gardner-Webb University, has close ties to the Baptist State Convention of North Carolina and the Cooperative Baptist Fellowship.

### SCHOOL OF DIVINITY PURPOSE

The School of Divinity as an academic unit of Gardner-Webb University is Baptist in origin and commitment, ecumenical in outlook, and has as its purpose the preparation of persons for Christian ministries. To achieve this end, the School of Divinity offers courses of study in which, under the leadership of dedicated and competent teachers, students engage in the study of and reflection upon the data, meaning, and implications of the Christian faith, beginning at its biblical base; enter into thoughtful and critical assessments of church history and theology; become involved in the process of spiritual formation personally, socially, and vocationally; and participate in the study and practice of various expressions of Christian mission and ministry.

### DOCTRINAL STATEMENT

The M. Christopher White School of Divinity at Gardner-Webb University is founded upon the affirmation of ultimate commitment and loyalty to the God disclosed most fully and completely in the person and work of Jesus Christ. The School of Divinity stands in the mainstream of the Baptist tradition within Christian heritage. The hallmark of Baptist faith commitment is the centrality and authority of the Bible in matters of faith.

The faculty of the M. Christopher White School of Divinity affirms the centrality of the Bible to the mission of the School by the symbolic placement of a commemorative copy of the sacred Scriptures in the School with the names of all faculty inscribed therein. In so doing, the faculty bears witness to their commitment that the Scriptures constitute the final authority in matters of faith.

## GLOBAL MISSIONS RESOURCE CENTER

The Global Missions Resource Center stands ready to assist students and local churches in the areas of mission education and mission opportunities. The Resource Center works in conjunction with the M. Christopher White School of Divinity to encourage a sense of Global Awareness as students begin to serve as Christ's ambassadors locally and abroad.

## CENTER FOR CONGREGATIONAL ENRICHMENT

In 1999 the University launched the Center for Congregational Enrichment as an auxiliary of the School of Divinity. The Center's purpose is to address the need for competent leadership in the local church by providing quality religious educational opportunities for laity and continuing education for clergy who are not enrolled as degree-seeking students in the School of Divinity. The Center offers classes, seminars, and conferences on the Gardner-Webb University campus and at various off-campus sites. For more information contact Danny West of the School of Divinity.

## THE C.O. AND ELIZA GREENE LECTURESHIP

The C.O. and Eliza Greene Endowed Lectureship was established in 1993 in honor of the Reverend and Mrs. C.O. Greene of Lawndale, North Carolina. The Reverend Greene served for approximately fourteen years as Director of Missions for the Kings Mountain Baptist Association. Prior to that ministry, he served as pastor of four churches in Cleveland County and of two other churches in North Carolina. The lectureship, administered by the School's Center for Congregational Enrichment and funded by family members, friends, and members of churches where the Reverend Greene served as pastor, was established to preserve the legacy of excellence in pastoral ministry which characterized his ministry. The lectureship addresses various dimensions of pastoral ministry.

## CHAPELAND FORMATIONS

Chapel is provided by faculty, students, and staff working together to plan regular worship experiences. Chapel meets on Mondays and/or Tuesdays on an alternating basis from 2:50-3:40 p.m. for the School of Divinity community and larger University community. Formations is a small group mentor experience led by each student's faculty mentor in conjunction with spiritual formation (DSSF) classes. As the name Formations suggests, relevant issues of ministerial formation are addressed. Formations meets on Mondays and/or Tuesdays on an alternating basis from 2:50-3:40 p.m. when Chapel does not meet.

## BIBLELAND STUDY

Believing that travel and study in the lands of Israel, Greece and Turkey greatly enhances the study and future ministry of School of Divinity students, the University provides substantial financial support for qualified students to participate. For details contact the Dean of the School of Divinity.

## FOREIGN MISSIONS OPPORTUNITY

A goal of the School of Divinity is to assist each student with an opportunity to participate in an international mission/study experience under the leadership of qualified supervisors. In order to facilitate these experiences the School of Divinity is establishing formal relationships with Baptist seminaries around the world. An example is the Theological Seminary (Union of Evangelical Christian and Baptist Churches of Estonia), Tartu, Estonia.



## THE SCHOOL OF DIVINITY SETTING

Students in the School of Divinity will find that the University setting affords them many advantages such as NCAA Division I athletic events, concerts and dramatic productions. In addition, the University sponsors the Concert of Prayer and the Staley Lecture Series.

Recreational facilities including the Suttle Wellness Center, weight room, indoor and outdoor jogging tracks, basketball courts, tennis courts, racquetball courts, and swimming pool are open to all School of Divinity students. Admission to University athletic and cultural events is provided through student identification cards.

## STUDENT ASSOCIATION

All students who are enrolled in graduate studies in the School of Divinity at Gardner-Webb University are members of the Student Association. The mission of the Student Association is to work in cooperation with the faculty and administration of the School of Divinity of Gardner-Webb University to develop and promote excellence in ministry education, innovation, and pace setting leadership in the Christian community in which all these students serve.

## DEGREE PROGRAMS AND ACADEMIC INFORMATION

### MASTER OF DIVINITY, PROGRAM DESCRIPTION

The Master of Divinity, a three-year course of study, is recognized by The Association of Theological Schools in the United States and Canada (ATS) as the basic professional degree. The theological education associated with this degree has service to the church as its central focus. Predicated on the assumption that ministers in the church should share a common theological substructure irrespective of their particular calling, the School of Divinity offers the Master of Divinity degree (M.Div.) in five concentrations, each sharing a common 60-hour core comprised of biblical studies, historical/theological studies, spiritual formation, and ministry studies. Beyond the core, students may choose, by means of a 30-hour concentration, to earn the M.Div. degree with a concentration in Pastoral Studies, Christian Education, Church Music, Pastoral Care and Counseling, or Missiology.

Emphasizing theological reflection and ministerial formation, this course of study is designed to provide men and women with a comprehensive, in-depth knowledge of the body of divinity and to help ministers develop the skills necessary for effective ministry. "Real world" ministry situations, surfaced by the students themselves, serve as catalysts for theological reflection in interdisciplinary courses, team-taught seminars, and spiritual formation experiences.

Moreover, not only does the curriculum seek to bridge the gap between "theory" and "practice" in ministry, but also to help the student to synthesize and integrate the theological content of the various disciplines of the body of divinity.

The School of Divinity's "Be, Know and Do Statement," encapsulated in the M.

Div. "Program Objectives" (see page 93), is the guiding document around which the curriculum is built.

## CORE CURRICULUM

The M.Div. core curriculum is designed to be integrative, inductive, and interactive. Seeking to move beyond the artificial dichotomy between "theory" and "practice" that has often characterized theological education, the curriculum requires students to reflect theologically on the practice of ministry while they are actually engaged in ministry. The common core of divinity means that every student, irrespective of his/her ultimate vocational ministry, will share the same biblical/theological substructure for ministry, thus making "shared ministry" and "pastoral teamship" less an ideal and more a reality. Moreover, such an approach fosters a genuine appreciation for ministerial diversity and the rich variety of the ministries of the church.

A guiding principle behind the core curriculum is that effective ministry is not simply a function of what the minister knows, or even what the minister does, but must also include what the minister is, both personally and vocationally.

Assessment of who students "are," what students "know," and what students can "do" is informed by pre- and post-tests, specific assignments and assessment interview/conferences associated with the following core courses:

- Introduction to Theological Education for Ministry
- Spiritual Formation: The Christian Journey
- Old Testament
- New Testament
- Christian History
- Christian Theology
- Administration and Leadership in the Church
- Ethics
- Introduction to Preaching
- Introduction to Worship in the Church
- Missions and Evangelization
- Introduction to Pastoral Care and Counseling
- Theological Integration Seminar

## CONCENTRATIONS

The M.Div. with a concentration in Pastoral Studies is the foundational degree both for those aiming toward the pastorate and the Ph.D. (the degree typically required for service in academia). The M.Div. with a concentration in any of the courses of study may also be followed with a Doctor of Ministry degree (D Min.), an advanced professional degree designed for the person in local church or denominational ministry.

Beyond the 60-hour core, students may choose one of five concentrations each requiring a further 30 hours: Pastoral Studies, Christian Education, Church Music, Pastoral Care and Counseling, or Missiology; or in place of a concentration the student may pursue the M.Div./M.B.A. program.

## SPIRITUAL FORMATION

Recognizing the importance of spiritual formation, each student's progress is tracked throughout his or her divinity school experience. Evidence of movement toward maturity in spiritual formation is gathered into a student portfolio. Such vehicles as the Profiles of Ministry instrument Stage I, Annual Spring Mentor

Conferences, Formations small group experiences, Assessment Interviews and a Senior Mentor Conference emphasize that genuine spiritual formation involves healthy relationships toward self, others, the material world, and God.

In consultation with the faculty mentor, the student selects for inclusion in the Student Portfolio three to five examples of his/her best work done at various junctures during the course of study. Anecdotal items such as journal entries or faculty comments may also be included in the portfolio. A Ministry Formation Notation, should one be given, may likewise be placed in the Student Portfolio any time a matter of ministerial formation should be noted by a faculty member. These items become discussion points at Spring Mentor Conferences, the Assessment Interview and the Senior Mentor Conference. The portfolio becomes the property of the School of Divinity for a period not to exceed ten years, with a copy provided to the student at the student's request.

## SUPERVISED MINISTRY EXPERIENCE

Students will also participate in an approved Supervised Ministry Experience (SME). During two consecutive semesters of his/her M.Div. degree program, each student will serve in a ministry position, either volunteer or paid, which will involve the student in significant leadership opportunities requiring responsibility in planning, administering, leading, and evaluating.

These two semesters of SME will be taken in conjunction with the two-semester course Theological Integration Seminar I & II (TIS I & II) in which each student will serve a minimum of 10 hours weekly in the ministry placement. Proposed SME placement must be approved by the Associate Dean of the School of Divinity who administers the program and oversees student progress in a ministry setting.

## PROGRAM OBJECTIVES

The program objectives for the Master of Divinity degree are to help students know at a rudimentary level the basic body of divinity including:

- a knowledge of the facts, histories, principles, philosophies, and current discussions in each of the following disciplines: biblical studies, biblical languages, Christian and Baptist history, hermeneutics, homiletics, ethics, philosophy of religion, missiology, evangelism, worship, pastoral ministry, pedagogy, church administration, church policy and denominational organization, psychology, counseling, anthropology, and sociology;
- a grasp of the various aspects of ministry and how these relate to the needs of church and society;
- an understanding of personal gifts, talents, and abilities, and how these relate to ministry;
- a commitment to personal growth and development;
- the development of a lifestyle of healthy ministry and continuing educational preparation for effective Christian ministry;
- an understanding and development of expertise in leadership skills, organizational principles, and conflict management;
- an evaluation and improvement of interpersonal skills; and
- the ability to write and speak with clarity and persuasiveness.

## ADMISSIONS

### REQUIREMENTS FOR FULL ADMISSION

1. A baccalaureate degree from a regionally accredited college or university. Applicants are expected to have had broad baccalaureate preparation including

studies in world history, philosophy, languages and literature, the natural sciences, the social sciences, the fine arts, and religion. In cases where the applicant's undergraduate preparation is deemed deficient, additional baccalaureate work may be required for full admission.

2. A grade point average (GPA) of 2.5 on a 4.0 scale in baccalaureate work. (See note to Provisional Admission pg. 95)

3. A stated and demonstrated commitment to ministry.

## CRITERIA FOR ADMISSION

Applicants for admission are evaluated on:

- a. academic attainment
- b. writing skills
- c. promise for ministry
- d. vocational clarity and commitment.

## PROCEDURE FOR ADMISSION

1. Request application materials from the School of Divinity.
2. Submit a completed Application for Admission with a \$25 non-refundable application fee to the Director of Admissions, School of Divinity, Campus Box 7327, Gardner-Webb University, Boiling Springs, NC 28017.
3. Request that official transcripts of all previous baccalaureate and any graduate-level work be sent directly to the School of Divinity.
4. Submit three recommendations from persons who know the applicant well. These recommendations should be submitted on the reference forms provided by the School of Divinity. One recommendation must be completed by a professor in the student's major area. The remaining two recommendations should reflect either personal or professional relationships.
5. Submit a completed Church Approval Form. The form must come from the church where the applicant is a member in good standing.
6. Submit a completed Immunization History Form.
7. Students for whom English is a second language must take the TOEFL examination. The minimum acceptable score is 550 on the paper-based test.

Applicants will be considered for admission when the above mentioned conditions have been met. All applicants are strongly urged to come for a visit and interview prior to final admission. Arrangements can be made through the office of the Director of Admissions for the School of Divinity.

## ACCEPTANCE OF ADMISSION

Upon notification of admission to the School of Divinity, applicants must confirm their intention to attend by means of a \$150 non-refundable deposit. Upon enrollment, the deposit will be credited to the applicant's account as partial payment.

### Types of Admission

#### FULL ADMISSION

To be considered for Full Admission, an applicant must complete the requirements as outlined under "Procedure for Admission" found on page 94. Final decisions regarding admission will be made by the Admissions Committee. The applicant's file should be completed a minimum of 30 days prior to registration.

### PROVISIONAL ADMISSION

In some cases as determined on an individual basis, Provisional Admission may be granted:

- when the baccalaureate degree has not yet been granted but the applicant is within six hours of completion;
- when the student does not come from a regionally accredited college or university;
- in cases of academic deficiency (less than 2.5 GPA) when the applicant gives other indications of ability (see note);
- when the process for Full Admission has not been completed prior to the beginning of the term, but information sufficient to support the applicant's request for admission has been received; or
- when an application is deemed marginal based on the criteria for admission listed on page 94.

At the end of the first semester of enrollment, the Admissions Committee will review the status of all individuals admitted provisionally and will (1) grant full admission to the degree program, (2) maintain the student in provisional status for one additional semester, or (3) terminate student status.

Note: Applicants whose undergraduate cumulative GPA is less than 2.5, may be asked to take either the Graduate Record Examination or the Miller Analogies Test to determine their readiness for graduate study. Students may be required to do remedial work in areas where they are deemed deficient.

### Special/Transient/Other

Individuals who wish to take courses for credit but who do not choose to pursue a degree may apply for Special Status.

#### APPLICANTS FOR SPECIAL STATUS

Special status may be granted for only one semester. Individuals accepted as Special Students must pay full tuition. Both grades and credit will be recorded on the student's transcript. Students seeking "Special Status" must:

1. complete an application form and submit it with the application fee;
2. submit an official transcript of the last degree earned.
3. submit an Immunization History form if taking 4 or more hours.

#### APPLICANTS FOR TRANSIENT STATUS

Students enrolled in other recognized graduate institutions who wish to take courses for transfer of credit to their home institutions may apply for Transient Status. Applicants for Transient Status must:

1. submit an application for admission;
2. pay the application fee; and
3. submit a letter from the dean or director of the program in which the applicant is regularly enrolled indicating good standing.

#### APPLICANTS FOR OTHER STATUS

Students enrolled in Gardner-Webb University's undergraduate program or another graduate program may apply for Other Status. Students applying for Other Status must:



1. secure written approval from the student's academic advisor;
2. secure written approval from the Dean or the Associate Dean of the School of Divinity; and
3. return written approvals to the student's academic advisor and complete the registration process specific to the program in which the student is enrolled.

#### APPLICANTS TO AUDIT

Individuals who wish to audit classes in the School of Divinity must:

1. contact the Director of Admissions;
2. complete the Application for Admission to Audit;
3. pay a fee of \$100 per course;
4. meet requirements for auditors established by the professor of the course.

Permission to audit classes is subject to space availability.

### READMISSION OF FORMER STUDENTS

Students who are not in attendance for one or more semesters or who withdraw during a semester for any reason must submit an application for readmission. No application fee is required.

Those seeking readmission after having not attended for as long as one calendar year will be required to follow degree requirements currently in effect.

The Admissions Committee is responsible for reviewing, evaluating, and acting on all applications for admission to degree programs offered by the School of Divinity. The committee is comprised of the Director of Admissions, one of the School of Divinity deans and a faculty member.

### INTERNATIONAL STUDENTS

International students holding baccalaureate degrees from regionally accredited colleges or universities within the United States will follow the procedure for admission found on page 94.

International students holding degrees from institutions outside the United States will follow the usual procedure for admission with these additions:

1. Applicants must submit their transcripts to the World Evaluation Service (P.O. Box 745, Old Chelsea Station, New York, NY 10113-0745) for evaluation before they mail them to the School of Divinity.

2. The U.S. Department of Justice form, "Affidavit of Support," must be completed, signed, and accompanied by a letter from the student's or sponsor's bank indicating sufficient funds to support one year of graduate study. A copy of this form is available from the School of Divinity.

3. Once the applicant's file is completed and an admission decision has been made, an I-20 Form will be sent, enabling the student to apply for a visa.

## ACADEMIC POLICIES

### RESIDENCY REQUIREMENTS

A minimum of thirty-six (36) hours of credit toward the M.Div. degree must be earned in the School of Divinity at Gardner-Webb University. These hours are exclusive of any hours gained through testing for Credit by Examination. The final twenty-four (24) hours must be earned consecutively at Gardner-Webb University unless the student obtains permission from the Dean of the School of Divinity.

## TRANSFER OF CREDIT

Graduate-level credits earned in institutions accredited by the Association of Theological Schools in the United States and Canada, regional accreditation associations and/or recognized specialized agencies may be considered for transfer credit toward degree programs of students enrolled in the M.Div. program of the School of Divinity at Gardner-Webb University. A request for a transcript evaluation must be submitted to the office of the Dean of the School of Divinity for adjudication. Each course considered for transfer is required to have a grade of at least C (2.0 on a 4.0 scale) and must be substantially parallel to a School of Divinity requirement. All other requests for transfer of credit must be approved by the faculty of the School of Divinity. Graduate-level credits earned at institutions outside the United States and Canada will be evaluated on an individual basis. The evaluation will take into account the institution where the work was taken, the level of the work, and the grades earned.

## REPEATING COURSES

Only courses with a grade of "D," "F," or "WF" may be repeated and then only once. When a course is repeated at the School of Divinity, only the higher grade is counted in computing the student's overall grade point average, although the lower grade remains on the official transcript.

## CREDIT BY EXAMINATION

Applicants holding a baccalaureate degree or the equivalent from a regionally accredited college or university may be granted up to fifteen hours of Credit by Examination toward their Master of Divinity degree. Requirements for Credit by Examination are:

1. Credit by Examination will be determined by a standardized examination in each course requested. The Associate Dean's office administers all exams. (Examinations are currently available in the following areas: Greek and Hebrew, Christian History, Old Testament, New Testament.)
2. The applicant must (a) have completed an undergraduate course in the discipline attaining a minimum 3.0 on a 4.0 scale and (b) make a written request to the Associate Dean for an examination. The request and examination must precede the applicant's enrollment in subject areas where consideration for Credit by Examination is requested.
3. In no case will Credit by Examination be awarded during the student's final semester.
4. After successful completion of the examination(s), a fee of \$150 per course, accompanied by a memo from the School of Divinity Dean's office to the Registrar, must be paid to the Business Office before course credit will be given.

## COURSE BY ARRANGEMENT/INDEPENDENT STUDY

Courses within both the core curriculum and selected concentrations are scheduled on a rotating basis and in such a manner that students may graduate within three years (six fall and spring semesters consecutively) of study. All courses offered by the School of Divinity are found within the current catalog.

A Course by Arrangement is a course found in the current catalog but which is not being offered in the published schedule during the semester in question. A course of Independent Study is a course not found in the current catalog but which a student seeks permission to take.

### Course by Arrangement

Courses by Arrangement are not encouraged and may occur only due to exceptional circumstances when the following criteria are met:

1. The course being requested must be in the current catalog but not found in the currently published schedule.
2. The request must be made in writing to the Dean.
3. If the request is approved, the Dean will enlist a faculty member for the course.

### Independent Study

Independent Studies are not encouraged and may occur only due to exceptional circumstances when the following criteria are met:

1. The course being requested is not found in the current catalog.
2. The request must be made in writing to the Dean.
3. If the request is approved, the Dean will enlist a faculty member for the course.

## ACADEMIC APPEALS

A student who experiences a problem concerning a grade or any other aspect of a course, including issues relating to but not limited to academic dishonesty, should first discuss the matter with the professor. If the problem is not resolved, the student should go next to the Associate Dean of the School of Divinity. If the student or the professor is not satisfied with the decision of the Associate Dean, either party may take the matter to the Appeals Committee whose decision is final.

The Appeals Committee consists of the Dean of the School of Divinity, who serves as chair, and two School of Divinity faculty members.

To initiate an appeal, the dissatisfied party should address a letter to the Dean of the School of Divinity, stating the reason for the appeal and explaining the circumstances. The Dean will convene the Appeals Committee. If the student or the professor is asked to appear before the committee, he or she at that time may bring a representative from within the University to act as counsel. The deadline for an academic dishonesty appeal is seven days after the date of the decision being appealed. The deadline for other types of academic appeals (except for grade appeals) is eighteen months after the date of the decision being appealed. Grade appeals must be completed prior to the last day of the following semester. Grade appeals relating to courses taken during the summer must be made prior to the last day of the following fall semester.

## ACADEMIC HONESTY AND PERSONAL INTEGRITY

It is presupposed that all persons enrolling in the School of Divinity, at whatever level of admission, will exemplify a high level of Christian commitment as well as a high degree of academic and personal integrity. It is expected that this commitment will be reflected in personal relationships, academic performance, and conduct inside and outside of the classroom. A student's continuing enrollment may become the subject of a formal review if any of the above expectations are not being fulfilled. A member of the administrative staff, faculty member, or student may request a formal review and action by the Associate Dean of the School of Divinity. Upon the conclusion of the formal review, the Associate Dean may take action which may include but is not limited to probation, suspension, counseling, etc. If any party to the review, student, faculty, or administrator, is not satisfied with the decision of the Associate Dean, he or she may request a hearing by the Appeals Committee, whose decision is final.

## GRADUATION REQUIREMENTS

Students must meet the above requirements and have maintained a grade point average 2.00 or better on a 4.00 scale.

## TIME LIMITS

The minimum time for completion of the M.Div. degree is three years. The maximum time allowed for completion is six years from the date of first enrollment. Beyond the six-year time limit, students may petition the faculty for an extension of time.

## STYLE GUIDE FOR WRITING ASSIGNMENTS

The SBL Handbook of Style for Ancient Near Eastern, Biblical, and Early Christian Studies, ed. by Patrick H. Alexander, et. al., is the official style guide of the School of Divinity. Any questions not sufficiently answered by the above should be referred to The Chicago Manual of Style or the latest edition of A Manual for Writers of Term Papers, Theses and Dissertations by Kate L. Turabian.

## GRADING SCALE

A=100-94

B=93-85

C=84-70

D=69-60

F=59 and below



# MASTER OF DIVINITY

## CONCENTRATIONS

### PASTORAL STUDIES

The Pastoral Studies concentration, designed primarily, though not exclusively, with a view toward pastoral ministries (pastor, associate pastor, etc.) extends the basic M.Div. core curriculum by adding courses in advanced biblical languages, advanced biblical electives, advanced historical/theological electives, and courses focusing on the more practical aspects of ministry in a local church setting.

|  |         |
|--|---------|
| Biblical Electives                             | 6 hrs.  |
| Biblical Languages (Advanced Greek and Hebrew) | 6 hrs.  |
| Historical/Theological Electives               | 6 hrs.  |
| Practical Ministry Electives                   | 6 hrs.  |
| The Life and Work of the Minister              | 3 hrs.  |
| General Electives                              | 3 hrs.  |
| TOTAL in the concentration                     | 30 hrs. |
| TOTAL for the M.Div. Degree                    | 90 hrs. |

### CHRISTIAN EDUCATION

The Christian Education concentration offers specialized training for those entering the field. Through this study, one acquires an overview of age-group work, tools in designing a church's curriculum, and principles in organizing a church for mission and ministry.

|  |        |
|--|--------|
| The Teaching Ministry of the Church                | 3 hrs. |
| The Church Organizing for Mission and Ministry     | 3 hrs. |
| Ministry to the Young Child*                       | 3 hrs. |
| Ministry with Youth*                               | 3 hrs. |
| Ministry with Adults*                              | 3 hrs. |
| Enabling and Supervising Volunteers for the Church | 3 hrs. |
| Communicating Inside and Outside the Church        | 3 hrs. |
| Designing a Church Curriculum                      | 3 hrs. |
| General Electives                                  | 9 hrs. |

|  |         |
|--|---------|
| TOTAL in the concentration                         | 30 hrs. |
| TOTAL for the M.Div. in Christian Education Degree | 90 hrs. |

\*Two of these three courses must be taken.

### CHURCH MUSIC

The Church Music concentration is designed to prepare persons for the practice of ministry through music. Students in this concentration will clarify a personal philosophy for ministry through music, acquire both cognitive knowledge and technical skills related to ministry through music, and demonstrate proficiency in a solo performance area.

It is recommended that students seeking to enroll in this concentration have a Bachelor of Music degree (B.M.), or its equivalent, from an institution accredited by



the National Association of Schools of Music (N.A.S.M.). Students lacking this undergraduate preparation may be admitted provisionally, pending completion of an appropriate course of study equivalent to a bachelor's degree in music. The specific course of study for students in this situation will be stipulated by the School of Divinity faculty at the time of admission.

It is assumed that persons enrolling in this concentration have mastered the basic material contained in a typical undergraduate music curriculum. Therefore, applicants for the Church Music concentration must present an acceptable solo performance audition and successfully complete examinations in music theory and music history before full admission to the degree program will be granted. Current information about the solo performance audition and examinations may be obtained by contacting the School of Divinity.

|   |                |
|---|----------------|
| Applied Music (three semesters of study at<br>2 hours per semester) | 6 hrs.         |
| An Introduction to Ministry Through Music                           | 3 hrs.         |
| Introduction to Hymnology   | 3 hrs.         |
| Choral Techniques   | 3 hrs.         |
| Music Ministry to Children  | 3 hrs.         |
| Music Ministry to Youth and Adults                                  | 3 hrs.         |
| General Electives   | 9 hrs.         |
| <b>TOTAL in the concentration</b>                                   | <b>30 hrs.</b> |
| <b>TOTAL in the M.Div. in Church Music Degree</b>                   | <b>90 hrs.</b> |

## PASTORAL CARE AND COUNSELING

The Pastoral Care and Counseling concentration offers specialized training for persons who desire to emphasize in their ministry the pastoral role of the minister as counselor and care-giver, whether in a parish setting or in an institutional setting. The program gives attention both to theory and to clinical experience under supervision.

|   |        |
|---|--------|
| Clinical Pastoral Education (one unit)* | 6 hrs. |
| Pastoral Care and Counseling Practicum* | 3 hrs. |
| Interpersonal Relationships*            | 3 hrs. |
| Pastoral Care of Families               | 3 hrs. |
| Crisis Intervention in Pastoral Care    | 3 hrs. |
| Grief, Loss, Death, and Dying           | 3 hrs. |
| Pastoral Theology                       | 3 hrs. |
| Health and Spirituality                 | 3 hrs. |
| General Electives                       | 9 hrs. |

|   |                |
|---|----------------|
| <b>TOTAL in the concentration</b>                                     | <b>30hrs.</b>  |
| <b>TOTAL in the M.Div. in Pastoral Care<br/>and Counseling Degree</b> | <b>90 hrs.</b> |

\*In circumstances where CPE is not an option for the student, with professor's approval, DSPC400 Pastoral Care and Counseling Practicum (3 hrs.) and DSPC204 Interpersonal Relationships (3 hrs.) may be substituted for DSPC200.

## MISSIOLOGY

The Missiology concentration offers specialized training to persons who will serve in a variety of mission related ministries. The program includes biblical, historical, theological and practical issues that must be addressed by missionaries in the 21st Century. The concentration will address both religious and cultural pluralism in an effort to equip persons for a variety of cross-cultural situations.

|                                   |        |
|-----------------------------------|--------|
| World Religions*                  | 3 hrs. |
| Contemporary Religious Movements* | 3 hrs. |
| Introduction to Islam*            | 3 hrs. |
| Evangelism                        | 3 hrs. |
| Missions Principles in Praxis     | 3 hrs. |
| Urban Missiology                  | 2 hrs. |
| Gospel Across Cultures            | 3 hrs. |
| Jesus in a Global Perspective     | 3 hrs. |
| General Electives                 | 9 hrs. |

TOTAL in the concentration 30 hrs.

TOTAL in the M.Div. in Missiology 90 hrs

\*Two of these three courses must be taken.

## MASTER OF DIVINITY/MASTER OF BUSINESS

### ADMINISTRATION

The M.Div./M.B.A. program is designed to enhance the administrative skills and expertise of ministers by permitting them to earn a second degree, the M.B.A., instead of the usual M.Div. concentration. The program has three potential student populations in view: (1) the minister who desires greater expertise in business administration, (2) the church administrator in a large church, (3) the bi-vocational minister.

Foundational courses in accounting, microeconomics, statistics, finance, and microcomputers are pre-requisite to the program. Students lacking academic preparation in these areas may take accelerated non-credit courses (Foundation of Business I and Foundation of Business II) at the University to satisfy these requirements (see the M.B.A. section of this catalog for course descriptions).

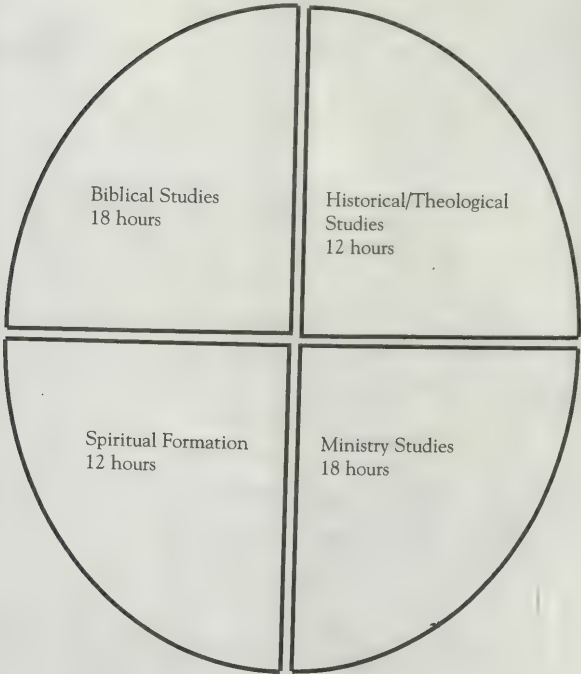
|                                      |        |
|--------------------------------------|--------|
| Managerial Accounting                | 3 hrs. |
| Managerial Economics                 | 3 hrs. |
| Managerial Finance                   | 3 hrs. |
| Marketing Management                 | 3 hrs. |
| Organizational Behavior              | 3 hrs. |
| Quantitative Methods                 | 3 hrs. |
| Production and Operations Management | 3 hrs. |
| Business Law & Ethics                | 3 hrs. |
| International Business               | 3 hrs. |
| Strategic Management                 | 3 hrs. |
| Restricted M.B.A. Electives          | 6 hrs. |
| Biblical Studies Electives           | 6 hrs. |
| Historical/Theological Electives     | 3 hrs. |
| Practical Ministry Electives         | 3 hrs. |

TOTAL in the M.Div./M.B.A. Degree 108 hrs.

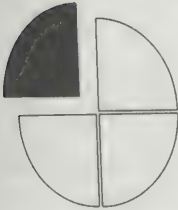


# DEGREE REQUIREMENTS FOR THE MASTER OF DIVINITY

## CORE CURRICULUM



Total Hours in Core: 60 hours

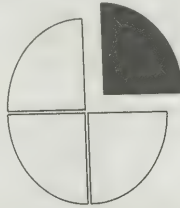


**Biblical: 18 hours**

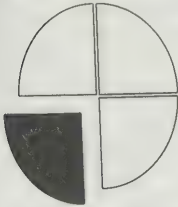
|                        |        |
|------------------------|--------|
| Old Testament I and II | 6 hrs. |
| New Testament I and II | 6 hrs. |
| Greek I                | 3 hrs. |
| Hebrew I               | 3 hrs. |

**Historical/Theological: 12 hours**

|                             |        |
|-----------------------------|--------|
| Christian History I and II  | 6 hrs. |
| Christian Theology I and II | 6 hrs. |



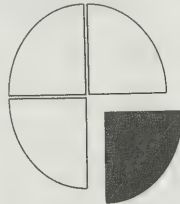
**Spiritual Formation: 12 hours**



|  |        |
|--|--------|
| Introduction to Theological Education for Ministry | 3 hrs. |
| Spiritual Formation: The Christian Journey         | 3 hrs. |
| Theological Integration Sem. I and II              | 6 hrs. |
| Chapel/Formations/Mentor Conferences               |        |

**Ministry: 18 hours**

|   |        |
|---|--------|
| Administration and Leadership in the Church     | 3 hrs. |
| Pastoral Care & Counseling                      | 3 hrs. |
| Missions & Evangelization in Global Perspective | 3 hrs. |
| Christian Ethics                                | 3 hrs. |
| Introduction to Worship                         | 3 hrs. |
| Introduction to Preaching                       | 3 hrs. |



**Total Hours in Core: 60 hours**





# COURSE DESCRIPTIONS

## BIBLICAL STUDIES

### BIBLICAL BACKGROUNDS

#### **DSTT400 STUDY TOUR OF ISRAEL AND THE MIDDLE EAST**

*3 semester hours*

A guided study tour of Israel and the Middle East with emphasis upon the historical, geographical, archaeological, and biblical orientation of each site.

#### **DSTT410 STUDY TOUR OF GREECE AND TURKEY**

*3 semester hours*

A guided tour of Greece and Turkey with an emphasis upon the historical, geographical, archaeological, cultural, and biblical orientation of each site.

### OLD TESTAMENT STUDIES AND HEBREW

#### **DSHB100 HEBREW I**

*3 semester hours*

An introduction to the grammar and syntax of biblical Hebrew.

#### **DSHB101 HEBREW II**

*3 semester hours*

An inductive examination of the grammar and syntax of biblical Hebrew. The course will introduce more advanced principles of Hebrew grammar and syntax by means of the exegetical study of a selection of narrative Hebrew. Prerequisite: Introduction to Biblical Hebrew (DSHB100) or its equivalent.

#### **DSHB200 HEBREW EXEGESIS: GENESIS**

*3 semester hours*

An exegetical study of Genesis. Prerequisite: DSHB101 (Hebrew Syntax and Exegesis) or its equivalent.

#### **DSHB201 HEBREW EXEGESIS: JONAH**

*3 semester hours*

An exegetical study of Jonah. Prerequisite: DSHB101 (Hebrew Syntax and Exegesis) or its equivalent.

#### **DSHB202 HEBREW EXEGESIS: RUTH**

*3 semester hours*

An exegetical study of Ruth. Prerequisite: DSHB101 (Hebrew Syntax and Exegesis) or its equivalent.

#### **DSHB203 HEBREW EXEGESIS: AMOS**

*3 semester hours*

An exegetical study of Amos. Prerequisite: DSHB101 (Hebrew Syntax and Exegesis) or its equivalent.

#### **DSHB204 HEBREW EXEGESIS: 1 SAMUEL**

*3 semester hours*

An exegetical study of 1 Samuel. Prerequisite: DSHB101 (Hebrew Syntax and Exegesis) or its equivalent.

#### **DSHB205 HEBREW EXEGESIS: EXODUS**

*3 semester hours*

An exegetical study of Exodus. Prerequisite: DSHB101 (Hebrew Syntax and Exegesis) or its equivalent.

**DSOT100 INTRODUCTION TO THE  
OLD TESTAMENT I**

*3 semester hours*

An introductory survey of the Pentateuch and historical books of the Old Testament with attention to background, history, contents, and major themes.

**DSOT101 INTRODUCTION TO THE  
OLD TESTAMENT II**

*3 semester hours*

An introductory survey of the prophets and writings in the Old Testament with attention to background, history, contents, and major themes.

**DSOT200 GENESIS**

*3 semester hours*

A study of the English text of Genesis, with attention given to its composition, historical background, theological content, and hermeneutical application.

**DSOT201 EXODUS**

*3 semester hours*

A study of the English text of Exodus, with attention to composition, historical background, theological content, and hermeneutical application.

**DSOT202 JUDGES**

*3 semester hours*

A study of the English text of Judges, with special attention to historical background, theological content, and hermeneutical application.

**DSOT203 THE DEUTERONOMISTIC HISTORY**

*3 semester hours*

A study of the English texts of 1 Samuel - 2 Kings, with special attention to the role of historiography in the Old Testament canon. Historical issues will be addressed as well as the way the "history" of Israel in these texts is given interpretive force in the life of the community.

**DSOT205 ISAIAH**

*3 semester hours*

A study of the English text of Isaiah, with attention given to its composition, historical background, theological content, and hermeneutical application.

**DSOT206 JEREMIAH**

*3 semester hours*

A study of the English text of Jeremiah. The course will examine the thematic units of the book as well as the theological and hermeneutical application of its message.

**DSOT300 PSALMS**

*3 semester hours*

A study of the English text of the Psalms, with attention to their place in Israel's worship, the specific literary genres represented in the psalter, and application of these texts to the worship and devotional life of the believing community.

**DSOT301 ESTHER AND RUTH**

*3 semester hours*

A study of the English texts of Esther and Ruth. Special attention will be devoted to the perspective these texts offer on the role of women in the Old Testament world. Theological and hermeneutical issues will be examined.

**DSOT308 AMOS AND HOSEA**

*3 semester hours*

A study of the English texts of Amos and Hosea, with attention to composition, historical background, theological content, and hermeneutical application.

**DSOT400 OLD TESTAMENT THEOLOGY***3 semester hours*

The general purpose of this course is to provide a basic introduction to Old Testament Theology. The course will explore how theological discourse occurs when guided by the Old Testament text itself. The study will be historical and exegetical at the primary level. The exegetical work will be done with the assumption that exegesis is not complete until it is moved beyond the historical into relevant concerns of the church and the world. The enhancement of the ability to interpret and use Old Testament texts in ways that are theologically meaningful for the contemporary church is a major objective.

**DSOT401 SELECTED TOPICS IN OLD TESTAMENT***3 semester hours***DSOT402 HEBREW MESSIANIC THOUGHT***3 semester hours*

The purpose of this course is to examine the Hebrew concept of "messiah" from several different perspectives. An attempt will be made to identify the origins of messianic thought in Israel and to trace the development of messianism into the Christian era, noting the continuing stream of messianism in both Judaism and Christianity. Attention will be given to New Testament treatment of Old Testament texts as "messianic." Specific Old Testament texts will be examined to demonstrate various ways messianic thought originated and developed.

**DSOT403 INTRODUCTION TO ARCHEOLOGY***3 semester hours*

This course is designed to introduce the student to archeology, with primary emphasis on Near Eastern sites. There is also a component included which introduces specific archeological methods. Some application of excavation technique may also be introduced under field conditions.

**DSOT404 OLD TESTAMENT APOCALYPTIC***3 semester hours*

The course explores the development of apocalyptic writings in the context of the Old Testament canon. Attention is given to the foundational aspects of the Old Testament message which give rise to apocalyptic. Major focus is given to the body of texts which are gener-

**Key to Subject Designations for Courses:**

|      |  |
|------|--|
| DSCM | Church Music                                 |
| DSED | Christian Education                          |
| DSET | Christian Ethics                             |
| DSGK | Greek  |
| DSHB | Hebrew                                       |
| DSHS | Christian History                            |
| DSLJ | Languages                                    |
| DSMN | Christian Ministry                           |
| DSMS | Missions, Evangelization and World Religions |
| DSNT | New Testament                                |
| DSOT | Old Testament                                |
| DSPC | Pastoral Care and Counseling                 |
| DSSF | Spiritual Formation                          |
| DSTH | Christian Theology                           |
| DSTT | Biblical Backgrounds                         |

ally identified with Old Testament apocalyptic literature. One aspect of the course will focus attention upon the origins of messianic thought as a related feature to Old Testament apocalyptic literature.

### **DSOT405 THE WISDOM LITERATURE OF THE OLD TESTAMENT**

*3 semester hours*

This course is a study of the wisdom texts which are a part of the canon of the Old Testament. The course includes an introduction to Ancient Near Eastern wisdom writings with special attention to the texts which share features with biblical wisdom. The major focus of the course is a theological and hermeneutical exploration of the biblical books of Proverbs, Job and Ecclesiastes. Brief attention is also given to the apocryphal works which properly belong in this category of the Hebrew tradition.

### **NEW TESTAMENT STUDIES AND GREEK**

#### **DSGK100 GREEK I**

*3 semester hours*

A study of the basics of biblical Koiné Greek. In addition to learning elementary grammar, forms, and vocabulary, selected texts from the Greek New Testament will be translated.

#### **DSGK101 GREEK II**

*3 semester hours*

A continuation and expansion of Greek I with special attention given to the translation of passages from the Greek New Testament. Prerequisite: Greek I or equivalent course-work.

#### **DSGK200 GREEK III**

*3 semester hours*

An intermediate study of New Testament Greek focused upon syntactical issues, vocabulary acquisition, and, above all, translation of passages from and identification of forms within the Greek New Testament. Prerequisites: Greek I and II or equivalent course-work.

#### **DSGK201 GREEK IV**

*3 semester hours*

A continuation and intensification of Greek III, including readings from the Greek New Testament, the Septuagint, and extra-biblical Koine Greek. Prerequisites: Greek I and II or equivalent course-work.

#### **DSGK202 GALATIANS**

*3 semester hours*

An exegetical and theological study of the Epistle in Greek. Prerequisite: Greek I and II or equivalent.

#### **DSGK203 EPHESIANS**

*3 semester hours*

An exegetical and theological study of the Epistle in Greek. Prerequisite: Greek I and II or equivalent.

#### **DSGK204 LUKE**

*3 semester hours*

An exegetical and theological study of the Gospel of Luke in Greek. Prerequisite: Greek I and II or equivalent.

#### **DSGK205 COLOSSIANS**

*3 semester hours*

An exegetical and theological study of the Epistle in Greek. Prerequisite: Greek I and II or equivalent.



**DSGK206 1 CORINTHIANS**

*3 semester hours*

An exegetical and theological study of the Epistle in Greek. Prerequisite: Greek I and II or equivalent.

**DSGK401 SELECTED READINGS IN GREEK**

*3 semester hours*

The translation and interpretation of various biblical and/or extra-biblical Greek texts.

Prerequisite: Greek I and II or equivalent.

**DSNT100 INTRODUCTION TO THE  
NEW TESTAMENT I**

*3 semester hours*

A study of the background, history, literary genre, and theology of the canonical Gospels beginning with the inter-biblical period.

**DSNT101 INTRODUCTION TO THE  
NEW TESTAMENT II**

*3 semester hours*

A study of the background, history, literary genre, and theology of the Book of Acts, the Letters of Paul, the General Letters, and Revelation.

**DSNT201 MATTHEW**

*3 semester hours*

An exegetical and theological study of the Gospel of Matthew.

**DSNT202 MARK**

*3 semester hours*

An exegetical and theological study of the Gospel of Mark.

**DSNT206 1 CORINTHIANS**

*3 semester hours*

An exegetical and theological study of 1 Corinthians.

**DSNT209 GALATIANS**

*3 semester hours*

An exegetical and theological study of Galatians.

**DSNT210 EPHESIANS**

*3 semester hours*

An exegetical and theological study of Ephesians.

**DSNT220 JAMES**

*3 semester hours*

An exegetical and theological study of James.

**DSNT306 ROMANS**

*3 semester hours*

An exegetical and theological study of Romans.

**DSNT310 REVELATION**

*3 semester hours*

A study of the Apocalypse in its historical setting with particular attention to the Christology of the book.

**DSNT401 SELECTED TOPICS IN NEW TESTAMENT**

*3 semester hours*

**DSNT404 THE THEOLOGY OF MARK**

*3 semester hours*

A literary and theological study of the major themes and emphases employed by the author of Mark. Prerequisite: Introduction to New Testament I and II.

**DSNT405 THE THEOLOGY OF LUKE-ACTS**

3 semester hours

A literary and theological study of the major themes and emphases employed by the author of Luke-Acts. Prerequisite: Introduction to New Testament I and II.

**DSNT406 NEW TESTAMENT SOTERIOLOGY**

3 semester hours

A study of the various models employed by New Testament writers to understand and to articulate the significance of the death of Jesus. Prerequisite: Introduction to New Testament I and II.

**DSNT407 STUDIES IN PAULINE THEOLOGY**

3 semester hours

A study of the various theological motifs, themes, and emphases of the Apostle Paul as expressed in his epistles. Prerequisite: Introduction to New Testament I and II.

**DSNT408 STUDIES IN JOHANNINE THEOLOGY**

3 semester hours

A study of the theological emphases of the various Johannine communities as reflected in their writings in the New Testament. Prerequisite: Introduction to New Testament I and II.

**DSNT409 THE JEWISH-CHRISTIAN WRITINGS  
OF THE NEW TESTAMENT**

3 semester hours

A study of the various theological emphases of those New Testament writings that reflect early Jewish Christianity: the Gospel of Matthew, the Epistle of James and the "Epistle" to the Hebrews. Prerequisite: Introduction to New Testament I and II.

**HISTORICAL/THEOLOGICAL STUDIES**

**CHRISTIAN ETHICS**

**DSET100 CHRISTIAN ETHICS**

3 semester hours

Biblical and historical studies of Christian ethics, with contemporary applications.

**DSET101 MINISTERIAL ETHICS**

3 semester hours

This course addresses the ethical and moral challenges that Christian ministers face.

**DSET305 MORAL ISSUES IN THE EPISTLE OF JAMES**

3 semester hours

An exegesis of the book of James with a view to finding its moral implications in a postmodern context.

**DSET401 SELECTED TOPICS IN ETHICS**

3 semester hours

**CHRISTIAN HISTORY**

**DSHS100 INTRODUCTION TO CHRISTIAN HISTORY I**

3 semester hours

The purpose of this course is to introduce the major people, events, ideas, and/or issues in Christian history from the beginning of the New Testament church to the eve of the Reformation.

**DSHS101 INTRODUCTION TO CHRISTIAN HISTORY II** 3 semester hours  
The purpose of this course is to introduce the major people, events, ideas, and/or issues in Christian history from the Reformation to the present. Baptist history will be highlighted.

**DSHS201 THE ENGLISH REFORMATION** 3 semester hours  
The purpose of this course is to introduce the major people, events, ideas, and issues of the English Reformation. An attempt is made to place the English Reformation in the wider context of the European Reformations and also to evaluate the impact of the English Reformation on the New England colonies.

**DSHS310 THE CHANGING FACE OF BAPTISTS** 3 semester hours  
The purpose of the course is three-fold: to survey the historical, sociological, and theological background of the controversy within the Southern Baptist Convention since 1979 and the bibliography that has emerged; to assess the impact of the key leaders; and to analyze the consequences of the controversy, especially the restructuring of the SBC and formation of alternative groups.

**DSHS401 SELECTED TOPICS IN CHURCH HISTORY** 3 semester hours

### CHRISTIAN THEOLOGY

**DSTH200 INTRODUCTION TO CHRISTIAN THEOLOGY I** 3 semester hours  
In this course students will be introduced to one half of the biblical foundations for the historical and philosophical development of the systematic theology of the Christian church. Attention will be concentrated on the classical doctrines of the Christian faith. When appropriate, Baptist contributions will be highlighted.

**DSTH201 INTRODUCTION TO CHRISTIAN THEOLOGY II** 3 semester hours  
This course is a continuation of Introduction to Christian Theology I.

**DSTH300 WOMEN IN MINISTRY** 3 semester hours  
A survey of the biblical, theological, and sociological concepts of women and their roles in society and the Church. Emphasis will be given to the understanding of God's call to ministry and ways for developing the ministry to which one is called.

**DSTH301 THE CROSS** 3 semester hours  
The course will be an examination of the biblical material that has been used to interpret the cross, not only that found in the New Testament, but also the sacrificial system of the Old Testament and the Suffering Servant passages. Particular emphasis will be given to the concept of sin-bearing, asking what sin-bearing may have meant during the time of the New Testament and how the concept has been understood throughout Christian history.

**DSTH401 SELECTED TOPICS IN CHRISTIAN THEOLOGY** 3 semester hours

## SPIRITUAL FORMATION

### DSSF100 INTRODUCTION TO THEOLOGICAL EDUCATION FOR MINISTRY

3 semester hours

A study of the nature of Christian ministry both in terms of biblical sources and historical/theological models. An orientation to theological education will be provided including an overview of the theological curriculum; issues in spiritual formation, including call; and an introduction to theological research, including use of the library. Chapel and Formations are requirements for this course.

### DSSF200 SPIRITUAL FORMATION: THE CHRISTIAN JOURNEY

3 semester hours

A study of Christian spirituality in its biblical, historical, contemporary, contemplative and relational expressions accompanied by an exploration of the nature of human relationship with God, fellow human beings and the world. Attention will be given to the behavioral sciences where they aid students in Christian self-awareness and the practice of Christian spiritual disciplines. Chapel and Formations are requirements for this course.

### DSSF300 THEOLOGICAL INTEGRATION SEMINAR I

3 semester hours

An integrative seminar led by a faculty teaching team. Students, while engaged in the practice of ministry, will reflect theologically on theory and practice, the correlation of the various theological disciplines, the nature of ministry, and themselves as ministers. The final component of the course will be an interview in which selected members of the faculty and representatives from the ministry setting will review with the student his/her written, personal assessment of strengths and weaknesses in ministry. Prerequisites: An approved ministry placement and successful completion of Introduction to Theological Education for Ministry, Old Testament I and II, New Testament I and II, Christian History I and II, Christian Theology I, Spiritual Formation: The Christian Journey. Chapel and Formations are requirements for this course.

### DSSF301 THEOLOGICAL INTEGRATION SEMINAR II

3 semester hours

A continuation of Theological Integration Seminar I. At the conclusion of this seminar the student will complete an assessment conference with the faculty mentor which will include an evaluation of the student portfolio and reflection upon progress relative to the strengths and weaknesses identified in Theological Integration Seminar I. Prerequisite: Successful completion of Theological Integration Seminar I. Chapel and Formations are requirements for this course.

## MINISTRY STUDIES

### CHRISTIAN EDUCATION

### DSED105 THE TEACHING MINISTRY OF THE CHURCH

3 semester hours

An exploration of the dynamics of teaching in communities of faith. The course will explore various components: conceptualizing teaching; exploring the literature and research on teaching; practice teaching strategies in peer settings; and analyzing one's own experience of teaching and being taught.

## **DSED110 THE CHURCH ORGANIZING FOR MISSION AND MINISTRY**

*3 semester hours*

This course will focus on an analysis of the faith community and how to plan to address the needs discovered through the analysis. Different models of organizational life will be probed with a criteria to evaluate the effectiveness of each. Leadership requirements and training needs will be assessed. Space utilization and stewardship base will be examined.

## **DSED115 ADMINISTRATION AND LEADERSHIP IN THE CHURCH**

*3 semester hours*

An examination of church polity with particular attention given to the free-church tradition. Other components of the course will include the enlistment and training of leadership, principles of administration, systems theory, conflict management, and public relations. The course will also deal with church staff configurations, supervision, and performance reviews.

## **DSED200 MINISTRY WITH YOUTH**

*3 semester hours*

This course explores the adolescent years, youth cultures in this country, and the church's ministry with youth. It will examine basic resources related to ministry with youth, establish disciplined ways of thinking, develop skills needed for effective practice, and outline a personal vision for ministry with youth.

## **DSED206 MINISTRY TO THE YOUNG CHILD**

*3 semester hours*

The course will focus on the developmental stages of the preschool child and parent education issues related to this age child. Faith community ministries such as a preschool program and day care will be probed. Attention will be given to accreditation issues for the "through-the-week" school. Foundations for a nurturing faith for the young child will be addressed.

## **DSED207 MINISTRY TO THE OLDER CHILD**

*3 semester hours*

This course will focus on the developmental stages of the elementary age child (grades one through six) with special attention given to his/her cognitive and affective development in relationship to the Christian community. Program and curricular needs will be addressed.

## **DSED210 MINISTRY WITH ADULTS**

*3 semester hours*

This course will survey the developmental stages of adulthood and the readiness and tasks for faith development, spiritual formation, and Christian maturation. Implications of the various age perspectives within a congregation will be explored and avenues of implementation through the local church will be examined.

## **DSED215 THE CHANGING FAMILY IN THE CHANGING CHURCH**

*3 semester hours*

A careful look at the changing family structures in society along with the changing church paradigm. The course will focus on the educational ministry of the church with adults and families and will provide guidance and resources toward the development of comprehensive programming. Parent education and inter-generational teaching will be explored as an option. Attention will be given to family life cycles.

## **DSED300 DESIGNING A CHURCH CURRICULUM**

*3 semester hours*

The source of the church's curriculum impacts the entire life of the church—public and private worship, pastoral care, service, prophetic action, Bible study, music, theologizing, teaching, history, and story-telling. Responsibility for church curriculum rests with ministers and lay leaders. Students will explore the educational significance of the ways of pastoral life in local church settings and be involved in designing curriculum appropriate to those settings.



This course will consider the key question, What does one need to know, experience, do, or study in order to accomplish the church's mission at this unique place and time.

### **DSED310 ENABLING AND SUPERVISING VOLUNTEERS FOR THE CHURCH**

*3 semester hours*

This course will help leaders, lay and clergy, deepen their understanding and skills in working with and enabling church members to volunteer for the variety of tasks and ministries a congregation faces. Attention will be given to vocation/gifts and the biblical and theological bases for volunteer ministry, motivation for volunteering and continuing to do so, writing descriptions of volunteer positions, recruiting people, and identifying one's leadership style and ways to enable others.

### **DSED315 COMMUNICATING INSIDE AND OUTSIDE THE CHURCH**

*3 semester hours*

This course will deal with the broad area of communicating to the church and to the community about the church. The course will deal with such practical subjects as how to design, edit and publish a church paper, designing publicity media about the church, the art of letter writing and communicating verbally via television and radio, and designing a web page for the Internet.

### **DSED400 CHRISTIAN EDUCATION SPECIALIZATION PRACTICUM**

*6 semester hours*

Persons pursuing a Master of Divinity degree in Christian Education may choose a practicum. This will involve working with a person in this field, developing a job description for this position, performing weekly tasks under the supervision of the mentor, and receiving feedback on a weekly basis. This on-site job training will come near the end of the three-year track. A practicum may be chosen in one of the following fields: Minister of Christian Education, Minister of Youth Education, Minister to Children, Minister to Preschoolers, Minister to Preschoolers and Children, Church Business Administrator, or Director of Weekday Early Childhood Education.

### **DSED401 SELECTED TOPICS IN CHRISTIAN EDUCATION**

*3 semester hours*

#### **CHRISTIAN MINISTRY**

### **DSMN100 LIFE AND WORK OF THE MINISTER**

*3 semester hours*

A practical and theoretical examination of ministry in a postmodern, globalized context. This course offers an opportunity for students to interact with experienced practitioners who model effective ministry.

### **DSMN201 INTRODUCTION TO PREACHING**

*3 semester hours*

This course is an introduction to basic Christian preaching. It emphasizes the contemporary approach to preaching typically described as "the new homiletic," and gives attention to the theology of preaching, method of preaching, and pulpit planning in the local church. Part of the course will involve a preaching lab in which every student will gain practical experience in preparing and preaching an original sermon.

## **DSMN202 INTRODUCTION TO WORSHIP**

*3 semester hours*

This course is an introduction to worship in the local church including the nature, history, and practice of worship. Part of the course will involve a lab experience in which students will gain practical experience in the celebration of the ordinances as well as other rituals of faith.

## **DSMN401 SELECTED TOPICS IN CHRISTIAN MINISTRY**

*3 semester hours*

### **CHURCH MUSIC**

## **DSCM100 AN INTRODUCTION TO MINISTRY THROUGH MUSIC**

*3 semester hours*

In this course students will become acquainted with the views and writings of leading thinkers and practitioners in the field of music ministry. Students will develop and articulate their own concepts of ministry through music. Also included will be an examination of the various facets of administering a comprehensive ministry through music and tools and resources beneficial to the church musician.

## **DSCM195 ENSEMBLE**

*1 semester hour*

A mixed chorus that provides regular worship leadership in chapel and occasional programs of primarily church music.

## **DSCM200 CONDUCTING**

*3 semester hours*

The study and practice of basic conducting techniques.

## **DSCM201 CHORAL TECHNIQUES**

*3 semester hours*

The study and practice of choral conducting with attention given to rehearsal techniques, choral tone, and diction.

## **DSCM215 VOCAL PEDAGOGY**

*3 semester hours*

## **DSCM300 INTRODUCTION TO HYMNOLOGY**

*3 semester hours*

A study of hymns and their use in worship. This study will focus on the biblical, theological, historical, literary, and musical aspects of congregational song.

## **DSCM305 MUSIC MINISTRY WITH CHILDREN**

*3 semester hours*

A study of the philosophy and organization of musical opportunities for children (age 3 through grade 6) in the church with attention given to methodologies, materials, and recruitment and training of lay leaders.

## **DSCM310 MUSIC MINISTRY WITH YOUTH AND ADULTS**

*3 semester hours*

A study of the philosophy and organization of musical experiences for youth (grades 7 through 12) and adults. Attention will be given to methodologies and resources.

## **DSCM320 CHURCH MUSIC LITERATURE**

*3 semester hours*

A survey of literature appropriate for use in the church for voices (solo and choral) and instruments (orchestral, piano, organ, and handbells).

## **DSCM401 SELECTED TOPICS IN CHURCH MUSIC**

*3 semester hours*

## Applied Music Instruction

Applied music instruction is available in the School of Divinity in the areas of piano, voice, organ, and orchestral instruments. Course numbers for applied study are based on the following formula:

The first digit denotes the type of study:

- 0=non-credit
- 1=study for elective credit
- 2=first semester of study for graduate credit
- 3=second semester of study for graduate credit
- 4=third semester of study for graduate credit

Study beyond the 400 level will continue to use the 400-level designation.

The second digit signifies the medium of performance:

- 0=piano
- 1=voice
- 2=organ
- 3=orchestral instrument

The third digit indicates the length of lesson per week:

- 1=1/2 hour lesson
- 2=1 hour lesson

## MISSIOLOGY

### DSMS200 WORLD RELIGIONS

3 semester hours

This course will introduce the major religious traditions by studying their historical development, worldview and praxis. Students will also be challenged to explore Christian approaches to religious pluralism.

### DSMS201 CONTEMPORARY RELIGIOUS MOVEMENTS

3 semester hours

This course will introduce students to the major religious movements that have emerged in the last 200 years primarily in the United States and Europe. Students will also be challenged to explore Christian approaches to religious pluralism.

### DSMS210 INTRODUCTION TO ISLAM

3 semester hours

This course will introduce the students to the historical, theological, and practical developments in Islam. The course will focus on important events, movements, and figures that helped shape contemporary Islam. Students will also be challenged to explore Christian approaches to Islam.

### DSMS300 EVANGELISM

3 semester hours

This course will challenge students to discover the biblical and theological foundations of evangelism and explore how this impacts the evangelistic work of the church locally and abroad.

### DSMS301 MISSION PRINCIPLES IN PRAXIS

3 semester hours

This course will focus on the influential mission related movements of the 20th Century that became the foundation of mission principles and praxis. The course will also explore the development of methodologies for the 21st Century context. Movements such as the Church

Growth Movement, Church Planting, and the Unreached People Concentration will be addressed.

### **DSMS302 URBAN MISSIOLOGY**

*3 semester hours*

This course will enable students to understand the unique challenges and mission opportunities in an urban setting. Students will learn about the profound impact of global urbanization throughout the world and explore how one can make an impact in these areas.

### **DSMS303 GOSPEL ACROSS CULTURES**

*3 semester hours*

This course will introduce students to some basic practical cultural anthropological concepts. This knowledge will be used to understand how our culture impacts our religious expressions and address how we relate the gospel to persons from cultural backgrounds other than our own.

### **DSMS304 JESUS IN A GLOBAL PERSPECTIVE**

*3 semester hours*

This course will provide a view of Jesus from the perspective of the major world religions and from the perspective of Two-Thirds World Christian writers. The course will be a seminar.

### **DSMS310 MISSIONS AND EVANGELIZATION IN GLOBAL PERSPECTIVE**

*3 semester hours*

An historical survey of how Christians have spread their faith, coupled with an analysis of the challenge to evangelize in a modern context.

### **DSMS400 MISSION IMMERSION EXPERIENCE**

*3 semester hours*

This course will provide students with a significant cross-cultural experience that helps them understand the challenges in cross-cultural ministry. Students may take this course as an elective that could earn from one to three credit hours or students can meet the core Mission and Evangelization course requirement. Mission Immersion Experiences must be developed with the Missiology professor.

### **DSMS401 SELECTED TOPICS IN MISSIOLOGY**

*3 semester hours*

## **PASTORAL CARE AND COUNSELING**

### **DSPC100 INTRODUCTION TO PASTORAL CARE AND COUNSELING**

*3 semester hours*

An exploration in the field of pastoral care and counseling in ministry. Normally, DSPC100 will be prerequisite\*for all subsequent Pastoral Care and Counseling courses.

### **DSPC105 MINISTERING TO THE CHEMICALLY DEPENDENT AND THEIR FAMILIES**

*3 semester hours*

A study of the dynamics of chemical dependency and how it affects the family, the church, and other community groupings. The course includes an introduction to and practice of skills useful in working with the chemically dependent and their families.

### **DSPC110 PASTORAL THEOLOGY**

*3 semester hours*

- DSPC115 PASTORAL CARE OF FAMILIES** 3 semester hours
- DSPC120 CRISIS INTERVENTION IN PASTORAL CARE** 3 semester hours
- DSPC125 GRIEF, LOSS, DEATH, AND DYING** 3 semester hours
- DSPC200 CLINICAL PASTORAL EDUCATION** 3 or 6 semester hours  
Training in pastoral care under supervision in an off-campus clinical setting whose program is accredited by the Association for Clinical Pastoral Education. (1/2 unit = 3 hours; 1 unit = 6 hours) Prerequisite: Introduction to Pastoral Care and Counseling and Faculty Approval.
- DSPC204 INTERPERSONAL RELATIONSHIPS IN MINISTRY** 3 semester hours  
A study of the theory and practice of group dynamics, interpersonal relationships and conflict. The course will be both cognitive and interactive, and may only be taken with approval of the professor.
- DSPC210 CHAPLAINCY MINISTRY** 3 semester hours
- DSPC220 TRAINING LAY COUNSELORS IN THE CHURCH** 3 semester hours
- DSPC225 MARRIAGE ENRICHMENT FOR PERSONS IN MINISTRY** 3 semester hours
- DSPC240 ETHICS AND COUNSELING** 3 semester hours
- DSPC250 PSYCHOLOGY OF RELIGION** 3 semester hours
- DSPC255 HUMAN BEHAVIOR AND PATHOLOGY/ADDICTION** 3 semester hours
- DSPC260 PSYCHOLOGICAL TESTING/MEASUREMENT, APPRAISAL AND ASSESSMENT** 3 semester hours
- DSPC400 PASTORAL CARE AND COUNSELING PRACTICUM** 3 semester hours
- DSPC401 SELECTED TOPICS IN PASTORAL CARE AND COUNSELING** 3 semester hours
- DSPC405 HEALTH AND SPIRITUALITY** 3 semester hours  
An exploration of human health and healing in relation to the Christian concept of salvation, with attention to personal wellness, historical and theological perspectives, and implications for ministry.



## **DSPC411 PASTORAL CARE THROUGH THE LIFE CYCLE**

*3 semester hours*

A survey of basic concepts of gerontology, with emphasis on theological perspectives on aging. The developmental tasks of aging serve as guides in developing goals and skills for pastoral care and other ministries

## **ADDITIONAL STUDIES LANGUAGES**

### **DSLGL100 INTRODUCTION TO AKKADIAN I**

*3 semester hours*

An introduction to Akkadian including the study of its grammar, syntax, vocabulary, and writing system. The course will include the reading of ancient texts, such as the Code of Hammurabi, in the original cuneiform.

### **DSLGL101 INTRODUCTION TO AKKADIAN II**

*3 semester hours*

A continuation of Introduction to Akkadian I.

### **DSLGL105 BIBLICAL ARAMAIC**

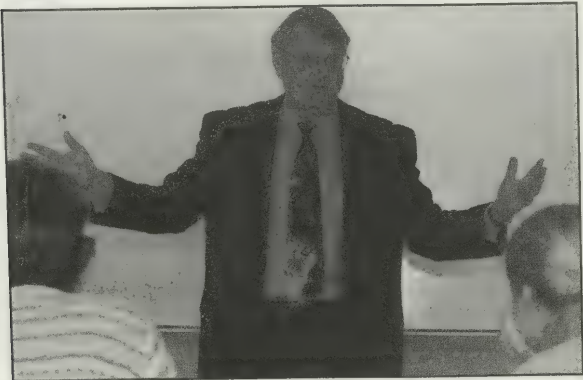
*3 semester hours*

An introduction to Biblical Aramaic and a study of its grammar, syntax, and vocabulary, including the reading of biblical texts written in Aramaic. Prerequisites: Introduction to Biblical Hebrew (DSHB100) and Hebrew Syntax and Exegesis (DSHB101) or their equivalents.

### **DSLGL110 ECCLESIASTICAL LATIN**

*3 semester hours*

A beginner's introduction to the form of Latin used historically by the Western Christian Church in its worship, theological and devotional literature and above all in the translation of the Scriptures known as the Vulgate. In addition to the necessary grammatical instruction, particular attention will be given to the liturgical, musical and theological traditions within which ecclesiastical Latin developed.



# DOCTOR OF MINISTRY

## PROGRAM DESCRIPTION

The D.Min. degree is an advanced professional degree which is designed to equip persons who are committed to Christian ministry to fulfill their calling at the highest level of excellence in the practice of ministry. The program of study requires a Master of Divinity degree from an accredited theological institution and sufficient experiences in ministry to insure a level of maturity appropriate to engage the intensity of the program design. The degree program identifies reflective thinking, or, more specifically, the ability to think theologically, as the primary skill essential to effective ministry. All aspects of the program build from that assumption. The degree program attempts to address ministry issues developing naturally from the global community which is the context for the twenty-first century church. Both by academic design and supervision elements, the degree intends to reflect the interactive, laity-involved, team-oriented nature of ministry required to address the needs of the twenty-first century church.

The D.Min. degree program models holistic ministry. Worship, the encounter with God and offering of self to God, provides the foundation on which all else is based. The care of the self and care for the community of faith is the natural extension of the experience of God's love and care. Effective administration of resources enables ministry to achieve its purpose and effective Christian education enhances faith development. Committed ministry engages the world, living out the Christian gospel in both the near and distant world community. Committed ministry includes dedication to life-long learning which prepares the minister to address the world with the ever-relevant word of God.

## ADMINISTRATION OF THE PROGRAM

The D.Min. program operates under the guidance and administration of the Dean of the School of Divinity. Enforcement of all academic policies is at the discretion of the Dean in consultation with the Associate Dean and the Director of the D.Min. program. Instructional personnel, both adjunctive and residential, are appointed by the Dean to whom they are directly responsible.

## DIRECTOR OF THE PROGRAM

The Director of the D.Min. program is responsible for the day to day administration of the program, and the D.Min. office is the primary communication portal for current candidates and prospective candidates.

## COMPONENTS OF THE PROGRAM

The D.Min. degree is a thirty-hour degree program comprised of three major components: seminars, supervision, and a ministry project.

### SEMINARS

Five seminars are required of each candidate for which eighteen credit hours will be earned. DSDM501 (The Ministry as Life-long Learning) is required of all students and is prerequisite to all subsequent seminars. All seminars have some aspect of ministry as their primary focal point.

## SUPERVISION

Each D.Min. candidate will complete a minimum of two semesters of Peer Learning Supervision (6 hrs.) under the direction of a School of Divinity appointed Field Supervisor. In lieu of one semester of Peer Learning Supervision, a candidate may substitute one basic unit of Clinical Pastoral Education (CPE), with prior approval of the D. Min. Director. Candidates will participate in structured supervised peer-learning experiences related to their ministry.

## MINISTRY PROJECT

Candidates will design, implement, and reflect upon a self-directed, original project of ministry conducted in the minister's own ministry setting (6 hrs.).

## PROGRAM OBJECTIVES

The D.Min. degree seeks to enhance the capacity of the minister to engage in theological reflection in the real world in the service of the church. To achieve this end, the D.Min. degree will seek to lead the minister to:

- develop an appropriate biblical theology of worship and, in light of that theology, a capacity to lead effectively the community of faith in corporate worship;
- develop an appropriate pastoral theology, a level of personal, interpersonal, and spiritual awareness commensurate with mature ministry, and the requisite skills to practice pastoral care in a ministry setting;
- develop an understanding of the processes of faith development and to administer within a ministry setting effective structures and systems for the nurturing of the same;
- develop an understanding of the church, and his/her role in it, within a global context, and the capacity to reflect theologically on the implications of that global context for the nature and mission of the church;
- understand the ministry as a commitment to life-long learning, and to develop appropriate educational strategies within the ministry setting to realize that commitment;
- demonstrate the ability to reflect upon the nature of one's ministry by conceptualizing and executing an original project in ministry, reflecting theologically on that project, and defending the project to a committee of faculty and other ministry professionals.

## DEGREE REQUIREMENTS

|                               |                             |               |
|-------------------------------|-----------------------------|---------------|
| Seminars                      | (1@ 2hrs., 4 @ 4 hrs. each) | 18 hrs.       |
| Supervision                   | (2 sems. @ 3 hrs. each)     | 6 hrs.        |
| Ministry Project              |                             | <u>6 hrs.</u> |
| Total Hours for D.Min. Degree |                             | 30 hrs.       |

## PROGRAM COSTS

|                          |                         |              |
|--------------------------|-------------------------|--------------|
| Tuition                  | (\$270 p/hr. X 30 hrs.) | \$8,100      |
| R & A Administration Fee |                         | \$ 250       |
| Graduation Fee           |                         | \$ <u>80</u> |
| Total                    |                         | \$8,430      |

## ADDITIONAL FEE FOR EXTENSIONS

\$500 (per semester)

## ADMISSIONS

D.Min. applicants are required to meet admissions standards which are both general to the School of Divinity (see page 93 for "Admissions" requirements) and specific to the degree program. The processes for admission are described in detail as follows.

### GENERAL ADMISSIONS CRITERIA

1. Original transcripts from all previous undergraduate and graduate study
2. Three references (one must be educational, the remaining two can be personal, professional, or educational)
3. Church recommendation form
4. Immunization history (must meet North Carolina immunization standards)
5. \$25.00 non-refundable application fee

### SPECIFIC ADMISSIONS CRITERIA

1. Completion of the Master of Divinity degree (or its equivalent) from an ATS-accredited institution
2. Minimum Grade Point Average of "B" (2.75 on 4.00 scale) in Master of Divinity studies
3. Three years significant ministerial experience beyond the Master of Divinity
4. Placement in a full-time vocational ministry setting
5. Ministry Essay
  - The applicant will submit a ten to fifteen page double-spaced ministry essay.
  - The essay should discuss the applicant's call to ministry, theology of ministry, history in ministry, goals for ministry, and how he/she believes earning the D.Min. will enrich his/her ministry.
6. Personal Interview
  - Applicants deemed worthy will be invited to the M. Christopher White School of Divinity for a personal interview with the D.Min. Admissions Committee.
  - At this interview the applicant will be given the opportunity to share his/her understanding of ministry and the D.Min.
  - Based on the applicant's submitted materials, the D.Min. Admissions Committee will dialog with the applicant to assess his/her readiness for D.Min. study.
7. Aptitude Tests
  - Test of English as a Foreign Language (TOEFL): This test is required for all candidates for whom English is a second language. The minimum acceptable score is 550 (non-computer test).
  - Graduate Record Exam: Although not required of all applicants, the D.Min. Admissions Committee may request an applicant take this test to evaluate more fully his/her readiness for D.Min. studies.
  - Miller Analogies Test: Although not required of all applicants, the D.Min. Admissions Committee may request an applicant take this test to evaluate his/her readiness for D.Min. studies.

## ACCEPTANCE FOR ADMISSION

1. The D.Min. Admissions Committee, consisting of the Dean or the Associate Dean of the School of Divinity, the Director of the D.Min. Program, and a faculty representative, will meet concerning each applicant. His/her readiness for D.Min. studies will be evaluated on the basis of the materials submitted and a personal interview.

2. Evaluation of applications will be based on the following criteria:

- Academic ability
- Theological preparation and readiness for advanced ministry studies
- Ministerial experience and maturity
- Personal and professional integrity.

## DEADLINES FOR ADMISSION

1. Candidates must complete the admissions criteria as listed above by sending all information to the Director of the D.Min. Program by April 1 prior to August matriculation. This insures the applicant consideration for acceptance into the program.

2. Completed applications received after April 1 are NOT guaranteed consideration for the program.

Mailing Address:

Director of D.Min. Program  
M. Christopher White School of Divinity  
Gardner-Webb University  
Box 7327  
Boiling Springs, NC 28017

## NOTIFICATION OF ADMISSION

Candidates for the D.Min. program will be notified of their admission status on or before May 15 prior to August matriculation.

# ACADEMIC POLICIES

## ORIENTATION

Orientation to Gardner-Webb University, the M. Christopher White School of Divinity, and the degree program is required of all candidates and is a component of the first D.Min. seminar, The Ministry as Life-Long Learning.

## RESIDENCY REQUIREMENTS

Residency is required of candidates only during seminars. Currently, all D.Min. seminars are offered as on-campus experiences.

## TRANSFER OF CREDIT

Four (4) hours of doctoral level course work can be transferred into the D.Min. program from another ATS accredited institution upon the approval of the D.Min. Director. This work can be completed prior to entering the D.Min. program or while in the D.Min. program. If a candidate plans to study at another institution during his/her course of study, he/she should seek the approval of the D.Min. Director prior to matriculation at any other institution. Transfer of credit is not guaranteed.



## FULL TIME STATUS

All students enrolled in the D. Min. program whose files are active are considered "full time" students. The minimum hour requirement to maintain full time status is 3 hours. There is no "part time" status in the D. Min. program.

## INTERRUPTED STATUS

In special cases a candidate can petition the D.Min. Director to grant him/her interrupted status from the program. If interrupted status is granted, the time limits for completion of the degree are put on hold.

## RETENTION POLICIES

All candidates are expected to maintain a GPA of 2.75. In the event that a candidate's GPA falls below a 2.75, he/she will be placed on probation until he/she is able to raise his/her GPA to 2.75.

If the candidate is unable to raise his/her GPA above 2.75 after two semesters of probation, or if it becomes mathematically impossible for him/her to improve his/her GPA above 2.75, he/she will be suspended from the D.Min. program.

## APPEAL OF SUSPENSION

If a suspended candidate believes he/she has a legitimate appeal of his/her suspension, he/she may make a formal appeal to the Director of the D.Min. program. Upon request for an appeal of suspension, the D.Min. director will schedule a time for the D.Min. Admissions Committee to meet with the candidate. The candidate will be allowed to make his/her appeal to this committee. The appeal will be limited to thirty minutes. The candidate will be notified of the decision of the Committee within one week. The decision of the D.Min. Admissions (Appeals) Committee is final.

## APPEALS COMMITTEE

The D.Min. Admissions Committee, composed of the Dean or Associate Dean (either of whom serves as chair), Director of the D.Min. program, and a faculty representative, will act as a suspension appeals committee.

## INCOMPLETE WORK

A candidate can request an incomplete from a professor. The professor holds complete discretion concerning the granting of an incomplete. If an incomplete is granted, it must be cleared in accordance with University policy by mid-term of the following semester. A candidate will not be permitted to enroll in another seminar until all work from previous seminars is complete.

## CERTIFICATION OF

## SATISFACTORY PERFORMANCE IN SUPERVISION

Certification of satisfactory performance in supervision is required for each component of supervision (Peer Learning and Self-Directed).

1. Certification of CPE (which may be substituted for the second semester of Peer Learning Supervision) will be granted when the Director of the D.Min. program is presented with documentation of a candidate's completion of one basic unit of Clinical Pastoral Education at an Association of Clinical Pastoral Education (ACPE) certified center;

2. Certification of Peer Learning Supervision will be granted by the D.Min.

Director upon the recommendations of the Field Supervisor, the Peer Group, and the Ministry Consultation Committee. The criteria for satisfactory performance will be the candidate's progress and learning as outlined in the goals of his/her Ministry Development Covenant;

3. Certification of Self-Directed Supervision will be granted by the D.Min. Director upon the recommendation of the Faculty Advisor during the project phase of the D.Min. program. The criteria for satisfactory performance is the candidate's ability to manage his/her time effectively and follow his/her self-imposed time-line for completion of the program. The candidate will also present to the Faculty Advisor a description of assistance and expertise sought and secured.

## APPEAL OF CERTIFICATION

If any area of supervision is not certified, the candidate has the right to appeal to the D.Min. Director. Upon appeal, the D.Min. Director will meet with the candidate, Field Supervisor, and others serving in a supervisory capacity with regard to the student as deemed appropriate. The candidate will be allowed to make his/her appeal to these individuals. The candidate will be notified within one week of the Director's decision which is final.

## ACADEMIC HONESTY

All work submitted by candidates in each course is presumed to be the candidate's own. Cheating, plagiarism, or any other expression of dishonesty will be subject to the University's policy on academic dishonesty (see Student Handbook).

## APPLICATION FOR GRADUATION

A candidate for the D.Min. degree makes application for graduation the fall before he/she anticipates graduating in the Spring. D.Min. degrees will be awarded only in the Spring Commencement. The application for graduation will be filed with the Registrar's Office according to the University academic calendar published annually.

## GRADUATION REQUIREMENTS

A GPA of 2.75 is required for graduation as well as completion of all degree requirements.

## TIME LIMITS

The D.Min. is designed to be completed in a minimum of three years with a maximum time limit of six years. Approval for an extension of time must be granted in advance by the D. Min. Director. The candidate is required to pay extension fees for every Fall and Spring semester beyond the Spring semester of the third year.

## FORM AND STYLE

All written work should be submitted in formal style according to The SBL Handbook of Style For Ancient Near Eastern, Biblical, and Early Christian Studies unless the candidate is instructed otherwise by a professor.

## GRADING SCALE

Grades will be given on a 4.0 scale with the letter grade "A" representing superior performance and the letter grade "F" representing unacceptable performance.

A=100-94

B=93-85

C=84-70

D=69-60

F=59 and below

## DOCTOR OF MINISTRY COURSE DESCRIPTIONS

### DSDM501 THE MINISTRY AS LIFE-LONG LEARNING

*2 semester hours*

This seminar is an on-campus experience, taken as the candidate's first seminar experience, and prerequisite to all subsequent seminars, in which the candidate will receive general orientation to the degree program, to appropriate research methodologies to be utilized in the degree program, and to appropriate resources for developing successful strategies for life-long learning as a minister.

### DSDM520 THE MINISTRY OF WORSHIP

*4 semester hours*

Through a variety of pedagogical methods, the candidate will explore traditional understandings of worship within the larger Christian community, hermeneutical applications of the Bible as critical to proper worship, the components of worship such as proclamation, music, and the reading of scripture, the worship leader(s) and the worshiping community and planning and evaluation of worship.

### DSDM521 THE MINISTRY OF PREACHING

*4 semester hours*

The seminar will employ a variety of pedagogical methods, including lecture, video analysis of preaching events, small group experiences, and seminar preaching events. In particular the seminar will explore postmodernism as the contemporary context of preaching; a history of preaching with special emphasis on the rise of the so-called "New Homiletic"; a biblical theology of preaching; an exploration of the hermeneutical skills necessary for appropriate biblical interpretation in the service of sermon development; the method of sermon development with special attention to the day-by-day tasks of sermon preparation; methods, techniques, and strategies for effective sermon delivery; methods, resources, and strategies for developing an effective preaching plan for the parish and a pastoral theology of preaching including the place of preaching in the life of the pastor.

### DSDM530 THE MINISTRY OF CHRISTIAN EDUCATION AND ADMINISTRATION

*4 semester hours*

This seminar will probe the various components of effective Christian Education that significantly contribute to one's faith development. Building community within the changing

church paradigm requires leadership skills and the effective administration of resources. Developing these skills will be the focus of the seminar.

#### **DSDM540 THE MINISTRY OF PASTORAL CARE**

*4 semester hours*

The role of the minister as pastoral care-giver and counselor is explored in this seminar, giving attention to the care of the self, care of the community of faith, and care of all others in the world who are objects of God's loving care. Seminar participants will develop an appropriate pastoral theology, a level of personal, interpersonal, and spiritual awareness commensurate with mature ministry, and the requisite skills to practice pastoral care in a ministry setting.

#### **DSDM550 THE MINISTRY AND THE WORLD**

*4 semester hours*

This seminar focuses on the role of the minister as a representative of the church in the world external to the church (both local and global). Seminar participants will develop an understanding of the church, and his/her role in it, within a global context, and the capacity to reflect theologically on the implications of that global context for the nature and mission of the church



# GARDNER-WEBB UNIVERSITY

## MINISTERIAL BOARD OF ASSOCIATES

### **Terms Expiring December 31, 2002**

David Best, First Baptist Church of Thomasville - Thomasville, NC  
Bill Bigger, First Baptist Church of Drexel - Drexel, NC  
David Boan, College Avenue Baptist Church - Lenoir, NC  
Marcos Bomfim, Baptist Metrolina Ministries - Charlotte, NC  
Joe Burnette, Retired - Charlotte, NC  
Terry Cagle, Pleasant Ridge Baptist Church - Shelby, NC  
R.Dewitt Clyde, Retired - Gaffney, SC  
Estilla Duncan, Sardis Baptist Church - Charlotte, NC  
Scott Hammett, First Baptist Church of Gaffney - Gaffney, SC  
Alexandra Davis Hips, Charlotte, NC  
Kathy Johnson, Hickory, NC  
Tony McDade, First Baptist Church of Statesville - Statesville, NC  
Sidney Norton, New Heights Baptist Church - Gaffney, SC  
James Wall, First Baptist Church of Siler City - Siler City, NC  
Aaron Wells, Kannapolis Community Baptist Church - Kannapolis, NC  
Wayne Wike, Baptist State Convention of NC - Cary, NC

### **Terms Expiring December 31, 2003**

Eddie Andrews, First Baptist Church of Lincolnton - Lincolnton, NC  
Phil Bailey, Dover Baptist Church - Shelby, NC  
Harold Ball, First Baptist Church of Franklin - Franklin, NC  
Allan Barlow, Mull's Grove Baptist Church - Morganton, NC  
Dean Baughn, First Baptist Church of Rutherfordton - Rutherfordton, NC  
Gordon Benton, Mountain Grove Baptist Church - Hickory, NC  
Jack Bishop, First Baptist Church of Waynesville - Waynesville, NC  
Michael Branscome, First Baptist Church of Aberdeen - Aberdeen, NC  
Todd Braswell, Draytonville Baptist Church - Gaffney, SC  
John Bridges, Loray Baptist Church - Gastonia, NC  
Don Christian, First Baptist Church of Spindale - Spindale, NC  
Bob Cline, First Baptist Church of Hartsville - Hartsville, SC  
J. Dixon Free, First Baptist Church of Lincolnton - Lincolnton, NC  
N. Nelson Granade, First Baptist Church of North Wilkesboro - North Wilkesboro, NC  
Stan Heiser, Jr., Pritchard Memorial Baptist Church - Charlotte, NC  
Morris Hollifield, Retired - Lexington, NC  
Michael Johnson, Round Hill Baptist Church - Union Mills, NC  
Alton Martin, Polkville Baptist Church - Polkville, NC  
Alfred Miller, Retired - Gastonia, NC  
Samuel Murphy, Kernersville, NC  
Roger Nix, Raleigh Baptist Association - Raleigh, NC  
Stephen Prevatte, Johns Creek Baptist Church - Alpharetta, GA  
Fred Schuszler, First Baptist Church of Morganton - Morganton, NC  
Michael Shumate, Union Baptist Church - Shelby, NC  
Patricia Turner, Durham Memorial Baptist Church - Durham, NC  
Jerry Welch, Carpenter's Grove Baptist Church - Lawndale, NC



**Terms Expiring December 31, 2004**

Max Burgin, Lattimore Baptist Church - Lattimore, NC  
Jim Diehl, Sandy Run Baptist Association - Bostic, NC  
Charles Edwards, College Park Baptist Church - Winston-Salem, NC  
Bobby Gantt, Florence Baptist Church - Forest City, NC  
Chad Harvey, Alexis Baptist Church - Alexis, NC  
Teresa Heffelfinger, Boiling Springs Baptist Church - Boiling Springs, NC  
Carolyn Hicks, Hospice of Catawba Valley - Newton, NC  
Karen Jones, Poplar Springs Baptist Church - Shelby, NC  
Robert Jones, Pleasant Plains Baptist Church - Matthews, NC  
David Julen, First Baptist Church of Cramerton - Cramerton, NC  
Barry Keyes, First Baptist Church of Forest City - Forest City, NC  
Jim Loftis, Rankin Lake Baptist Church - Dallas, NC  
Darryl Maxwell, First Baptist Church of Tryon - Tryon, NC  
Gary McFarland, Baptist Counseling Center - Charlotte, NC  
Rob Norman, Chadbourn Baptist Church - Chadbourn, NC  
Frank Northcutt, Cherokee Avenue Baptist Church - Gaffney, SC  
Carroll Page, Boiling Springs Baptist Church - Boiling Springs, NC  
Ken Pruitt, Beaver Dam Baptist Church - Shelby, NC  
Fred Senter, First Baptist Church of Wadesboro - Wadesboro, NC  
Charles Turner, Mt. Pisgah Baptist Church - Bessemer City, NC  
Priscilla Brooks Walker, Todd Charge-United Methodist - Todd, NC  
Roger Worley, Penelope Baptist Church - Hickory, NC





# THE GRADUATE SCHOOL OF NURSING

## INTRODUCTION

The Master of Science in Nursing (MSN) Program at Gardner-Webb University offers three programs of study designed to meet the needs of nurses seeking expanded roles in their profession: Parish Nursing, Nursing Administration, and Nursing Education. The MSN Degree with specialty concentration requires 30 to 36 semester hours of graduate credits. In addition to the three areas of concentrated study, the MSN program offers the MSN/MBA dual degree and the RN to MSN option.

The Master of Science in Nursing with a concentration in Parish Nursing is offered in collaboration with the M. Christopher White School of Divinity. This program of study is structured to provide students with knowledge from theology, pastoral care, and parish health nursing.

The Master of Science in Nursing with a concentration in Education is designed to prepare students to become professional educators in an academic or health care setting. This program of study allows students the opportunity to enhance their clinical expertise from a theoretical perspective and to apply nursing education and learning principles in practice settings.

The Master of Science in Nursing with a concentration in Administration is offered in collaboration with the Graduate School of Business. This program of study seeks to prepare the professional nurse for leadership roles in health care organizations.

The RN to MSN program is designed to facilitate an accelerated and integrated progression from the Bachelor of Science in Nursing (BSN) curriculum to the Master of Science in Nursing curriculum. This program of study allows nurses to apply six hours of graduate course credit to the BSN degree.

The MSN/MBA dual degree program is a 63-semester-hour program. This interdisciplinary program combines nursing leadership with a working knowledge of business and managerial skills.

The courses in the MSN programs of study are offered in a logical sequence from the core requirements of theory, issues, research, statistics, and caring to courses in the major area of concentration. Elective requirements allow students to expand their educational perspective to other disciplines. The MSN educational experience culminates in a capstone course requiring the application of knowledge in a thesis or project.

## PURPOSE

The Master of Science in Nursing program is designed to provide opportunities for students to practice professionally within a global environment from an interdisciplinary perspective with a diverse population. Furthermore, the specialization of practice areas allows the nurse to integrate knowledge from divinity, administration, and education with the theoretical underpinnings of nursing.

## GOALS

The MSN Program is designed to meet the following program goals:

Provide individuals with an opportunity to:

1. Practice advanced, holistic nursing in direct and indirect provider roles in a variety of health care settings.
2. Acquire advanced knowledge of nursing theory, research, and health policy from a caring perspective within a Christian environment.
3. Synthesize multi-disciplinary knowledge and scientific research to accomplish evidence based nursing practice.
4. Integrate nursing knowledge and experiences in varied health care settings.
5. Implement competent practice to meet the challenges of the changing health care environments through application of advanced knowledge, critical thinking, and decision making.
6. Communicate effectively with health care providers both locally and globally.
7. Acquire the knowledge and expertise that meet basic requirements for entry into doctoral study.

## CRITERIA FOR ADMISSION

Application for admission to the MSN Program should be made through the Graduate School. Application for admission to the MSN/MBA Program should be made to the Graduate School and to the Graduate School of Business. In order to enroll students from a variety of backgrounds with the greatest potential for successfully completing the program the following criteria for acceptance will be used:

1. A Baccalaureate Degree in nursing from a regionally accredited institution with a nationally accredited program.
2. Current unrestricted licensure as a Registered Nurse.
3. GPA of 2.70 on all undergraduate work.
4. Satisfactory scores on the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT). (GMAT or GRE required for the MSN/MBA Program.)
5. Transcripts of all previous college studies.
6. Three letters of reference.

## ADMISSION REQUIREMENTS FOR THE RN WITH A BACCALAUREATE DEGREE IN ANOTHER FIELD:

1. A Baccalaureate Degree from a regionally accredited institution.
2. Current unrestricted licensure as a Registered Nurse.
3. GPA of 2.70 on all undergraduate work.
4. Satisfactory scores on the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT). (GMAT or GRE required for the MSN/MBA Program.)
5. Transcripts of all previous college studies.
6. Three letters of reference.
7. Completion of a graduate or undergraduate general statistics course which includes probability theory, inferential statistics, and descriptive statistics.
8. Completion of a nursing health assessment course.
9. For admission to the Master's in Nursing Education and Parish Nursing: completion of a community health course.
10. For admission to the Master's in Nursing Administration: completion of a nursing leadership/management course.

## COURSE REQUIREMENTS:

### A. Required Common Core

|          |   |
|----------|---|
| NURS 500 | Theoretical Basis for Advanced Practice 3 hrs.    |
| NURS 501 | Nursing and Health Care Systems and Issues 3 hrs. |
| NURS 502 | Methods of Advanced Research 3 hrs.               |
| NURS 503 | Perspectives of Caring 3 hrs.                     |
| NURS 504 | Statistics 3 hrs.                                 |

### B. Required Courses by Concentration

#### 1. Nursing Education

|          |  |
|----------|--|
| NURS 600 | The Nurse Educator 3 hrs.                      |
| NURS 601 | Curriculum Theory and Application 3 hrs.       |
| NURS 602 | Instructional and Evaluation Strategies 3 hrs. |
| NURS 613 | Nursing Education Practicum 3 hrs.             |
| NURS 614 | Advanced Clinical Theory and Practice 3 hrs.   |
| NURS 610 | Project/Thesis 3 hrs.                          |
| Elective | Course relevant to degree focus 3 hrs.         |

#### 2. Parish Nursing

|              |   |
|--------------|---|
| DSTH 200/201 | Introduction to Christian Theology I or II 3hrs.    |
| DSPC 100     | Introduction to Pastoral Care and Counseling 3 hrs. |
| NURS 605     | Parish Nursing 6 hrs.                               |
| NURS 615     | Parish Nursing Practicum 3 hrs.                     |
| NURS 610     | Project/Thesis 3 hrs.                               |
| Elective     | Restricted to DSED and DSPC courses 6 hrs.          |

#### 3. Nursing Administration

|          |  |
|----------|--|
| NURS 606 | Nursing Economics and Finance 3 hrs.                           |
| NURS 607 | Administration of Nursing and Health Care Organizations 3 hrs. |
| NURS 617 | Administration Practicum 3 hrs.                                |
| BADM 641 | Health Care Law and Ethics. 3 hrs.                             |
| NURS 610 | Project/Thesis 3 hrs.  |
| Elective | Course relevant to degree focus 3 hrs.                         |
| Elective | Restricted to BADM courses 3 hrs.                              |

#### 4. MSN/MBA

##### a. Nursing component

|          |  |
|----------|--|
| NURS 606 | Nursing Economics and Finance 3 hrs.                           |
| NURS 607 | Administration of Nursing and Health Care Organizations 3 hrs. |
| NURS 617 | Administration Practicum 3 hrs.                                |
| NURS 610 | Project/Thesis 3 hrs   |

##### b. Business courses

|          |                                   |
|----------|-----------------------------------|
| BADM 600 | Managerial Accounting 3 hrs.      |
| BADM 610 | Managerial Economics 3 hrs.       |
| BADM 620 | Managerial Finance 3 hrs.         |
| BADM 625 | Marketing Management 3 hrs.       |
| BADM 630 | Organizational Behavior 3 hrs.    |
| BADM 631 | Quantitative Methods 3 hrs.       |
| BADM 640 | Business Law and Ethics 3 hrs.    |
| BADM 650 | International Business 3 hrs.     |
| BADM 690 | Strategic Management 3 hrs.       |
| Elective | Restricted to BADM courses 6 hrs. |

If a person has already completed an MBA degree and wants an MSN/MBA degree, he/she must complete the fifteen hours of the MSN core and the twelve hours of the nursing component, plus one elective.

If a person has an MSN degree in Nursing Administration and wants an



MSN/MBA degree, he/she must complete thirty hours of the MBA core courses, in addition to the six hours of MBA courses already completed within the MSN program.

#### **5. RN to MSN Program**

Registered Nurses must be accepted into the BSN Program. Students should notify their BSN advisor of their intent to enter the RN to MSN accelerated course of study. Upon approval by the BSN advisor two courses in the MSN curriculum (NURS 502 Methods of Advanced Research and NURS 501 Nursing and Health Care Systems and Issues) will be substituted for two courses in the BSN curriculum (NURS 301 Research in Nursing and NURS 303 Trends in Health Care), respectively. Students will receive the Bachelor of Science in Nursing degree upon completion of the BSN requirements with the substituted courses. Students may then apply to the MSN program to complete the remaining 30 hours of MSN course requirements.

## **MSN PROGRAM COURSE DESCRIPTIONS**

### **NURS 500 THEORETICAL BASIS FOR ADVANCED PRACTICE**

*3 semester hours*

An analysis and evaluation of nursing theory and the relatedness of theory to nursing research. Application of theory in nursing research as the basis for the provision of evidence based practice..

### **NURS 501 NURSING AND HEALTH CARE SYSTEMS AND ISSUES**

*3 semester hours*

Examination of local, national, and global health care delivery systems and the societal issues and trends which impact the delivery of health care. Analysis of the impact of direct and indirect nursing roles on health care policy.

### **NURS 502 METHODS OF ADVANCED RESEARCH**

*3 semester hours*

A critical analysis of nursing research and methodological approaches utilized in health care. Utilization of computer information systems as a method of inquiry into nursing research in order to describe, analyze, problem solve, and/or initiate change to provide evidence based nursing practice in a variety of settings.

### **NURS 503 PERSPECTIVES OF CARING**

*3 semester hours*

Consideration of the concept of caring as it relates to culturally competent holistic nursing and nursing interventions within the context of the human experience. Examines the perspective of caring in the practice of relationship-centered care from the standpoint of the nurse and the client as individuals, families, communities, and/or populations.

### **NURS 504 STATISTICS**

*3 semester hours*

Designed to provide the student with an opportunity to expand the understanding of, appreciation for, and the use of parametric and non-parametric statistics necessary to critique and conduct nursing research. Utilization of a computer program of descriptive and inferential statistical analysis.

## **NURS 600 THE NURSE EDUCATOR**

3 semester hours

Examines the roles of the nurse educator in academic and practice settings. Explores educational theories and principles which provide the foundation for nursing education. Application of innovative, evidence based, teaching/learning strategies in academic, staff development, or similar settings. Pre- or Co-requisite: NURS 500, 501, 502, 503, 504.

## **NURS 601 CURRICULUM THEORY AND APPLICATION**

3 semester hours

Analysis of the concepts of curriculum development, curriculum design, and curriculum theory in relationship to nursing education. Application of the process of curriculum development in practice. Pre- or Co-requisite: NURS 500, 501, 502, 503, 504.

## **NURS 602 INSTRUCTIONAL AND EVALUATION STRATEGIES**

3 semester hours

Methods and theory of measurement and evaluation as applied in nursing education. Consideration will be given to developing, scoring, and evaluating various assessment techniques. Pre- or Co-requisite: NURS 500, 501, 502, 503, 504.

## **NURS 605 PARISH NURSING**

3 semester hours

Explores the role of the Parish nurse from the perspective of health ministry within a faith community. Includes qualifications, guidelines, variations, legalities, services, and resources necessary for holistic caring practice. Pre- or Co-requisite: NURS 500, 501, 502, 503, 504.

## **NURS 606 NURSING ECONOMICS AND FINANCE**

3 semester hours

An introduction to the basic monetary and economic concepts of nursing. Emphasis on budget development and management functions related to economics and patient outcomes. Pre- or Co-requisite: NURS 500, 501, 502, 503, 504.

## **NURS 607 ADMINISTRATION OF NURSING AND HEALTH CARE ORGANIZATIONS**

3 semester hours

Analyzes organizational structure and behavior of complex, integrated health care systems. Pre- or Co-requisite: NURS 500, 501, 502, 503, 504.

## **NURS 608 INDEPENDENT STUDY**

3 semester hours

The study of a particular aspect of nursing or health care that relates to the student's major focus.

## **NURS 610 PROJECT/THESIS**

3 semester hours

Analysis of research as a response to a problem related to nursing practice in a variety of settings. Culminates in a written thesis or project that serves as a capstone experience reflecting synthesis of concepts related to the student's graduate focus. This course may be repeated one time in the curriculum. To be taken in the last two semesters/terms of the program.

## **NURS 613 NURSING EDUCATION PRACTICUM**

3 semester hours

Application of education principles and theories in nursing academic or health organization education settings. Preceptor guided experiences, seminars, and conferences. (1 class hour/6 hours practicum) Pre- or Co-requisite: NURS 500, 501, 502, 503, 504, 600.

**NURS 614 ADVANCED CLINICAL  
THEORY AND PRACTICE**

*3 semester hours*

Study and application of selected knowledge and concepts from nursing theories appropriate to clinical practice. Includes seminars, conferences and a student practicum in a clinical setting with a preceptor. (1 class hour/6 hours practicum) Pre- or Co-requisite: NURS 500, 501, 502, 503, 504.

**NURS 615 PARISH NURSING PRACTICUM**

*3 semester hours*

Experiences include conferences, seminars and a preceptor guided practicum in health ministry. (1 class hour/6 clinical hours practicum). Pre- or Co-requisite: NURS 500, 501, 502, 503, 504, 605 .

**NURS 617 ADMINISTRATION PRACTICUM**

*3 semester hours*

Experiences in advanced nursing/healthcare management, leadership, and administration within and across complex integrated organizational and institutional boundaries (1 class hour/6 hours practicum). Pre- or Co-requisite: NURS 500, 501, 502, 503, 504, 607.



# DIRECTORY AND APPENDICES

## OFFICERS OF THE CORPORATION

E. Thomas Hardin, Chairman  
C. Neal Alexander, Sr., Vice-Chairman  
H.S. Keeter, Jr., Secretary  
Frank V. Beam, Treasurer of the Corporation  
M. Christopher White, Ph.D., D.M.A., President  
Fred Flowers, J.D., Attorney  
A. Frank Bonner, Ph.D., Assistant Secretary  
Donnie O. Clary, Assistant Treasurer

## BOARD OF TRUSTEES

### TERMS EXPIRING DECEMBER 31, 2002

Boyce F. Grindstaff, Forest City, N.C.  
E. Thomas Hardin, Spindale, N.C.  
A. Grayson Kellar, Gastonia, N.C.  
William W. Leathers III, S.T.D., Hickory, N.C.  
Harvey L. Montague, Sr., Raleigh, N.C.  
Carl M. Spangler, Jr., Shelby, N.C.  
Dorothy Ann Spangler, Shelby, N.C.  
Helen M. Stinson, M.D., Greensboro, N.C.  
Doris L. Walters, D.Min., Winston-Salem, N.C.

### TERMS EXPIRING DECEMBER 31, 2003

E. Udean Burke, Newton, N.C.  
Linda Morrison Combs, Ed.D., L.H.D., Winston-Salem, N.C.  
Adelaide\* A. Craver, Shelby, N.C.  
C. Lorraine Henderson, L.H.D., Morganton, N.C.  
Thomas E. Philson, Charlotte, N.C.  
James E. Robbins, Forest City, N.C.  
John E. Roberts, L.L.D., D.L.N., L.H.D., Greenville, S.C.  
Wade R. Shepherd, Hickory, N.C.  
Randall Lolley, Th.D., Rolesville, N.C.

TERMS EXPIRING DECEMBER 31, 2004

C. Neal Alexander, Jr., Lincolnton, N.C.

Ralph L. Bentley, M.D., Statesville, N.C.

Gladys B. Boroughs, Greensboro, N.C.

H.S. Keeter, Jr., Shelby, N.C.

Sam McMahon, Jr., Charlotte, N.C.

William S. Rouse, Jr., Gastonia, N.C.

Ralph Spangler, Lawndale, N.C.

Bruce R. Trefz, D.D.S., Gastonia, N.C.

B. Dale Watts, D.Min., Hickory, N.C.

TERMS EXPIRING DECEMBER 31, 2005

Hoyt Q. Bailey, L.H.D., Shelby, N.C.

Grady S. Duncan, Belmont, N.C.

Earl T. Groves, Gastonia, N.C.

L. Stephen Hendrix, Winston-Salem, N.C.

Michael H. Jamison, D.Min., Winston-Salem, N.C.

Bettye Akin Moore, Boiling Springs, N.C.

Ganell H. Pittman, Roanoke Rapids, N.C.

J. Linton Suttle, III, Shelby, N.C.

Lisa Carol Tucker, Concord, N.C.

TRUSTEE EMERITI

Russell Fitts, Lawndale, N.C.

W. Wyan Washburn, M.D., L.H.D., Boiling Springs, N.C.

EX-OFFICIO

H. Gene Washburn, M.D., L.H.D., Boiling Springs

Arnold Isaacs, Cornelius, N.C.

Kevin T. James, M.D., Shelby, N.C.

Anthony N. Strange, Richmond, VA.

W. David Ellis, Spartanburg, S.C.

Brandon K. McCoy, Youth Trustee

Kenneth M. Wince, Youth Trustee



# FACULTY

## THE GRADUATE SCHOOL

- Ken Baker, 1999, Associate Professor of Physical Education, Wellness and Sport Studies;  
Coordinator, Sport Science and Pedagogy Program  
B.A., Central Wesleyan College; M.A., Furman University; Ph.D., University of Georgia
- Carol L. Blassingame, 1997, Associate Professor of Health Education and Physical Education;  
Chair, Department of Physical Education, Wellness, Sport Studies  
B.A., Southern Methodist University; M.A., Appalachian State University; Ph.D., Texas A  
& M University
- Frieda F. Brown, 1985, Professor of Psychology; Coordinator of the Mental Health  
Counseling Program  
B.S., M.Ed., University of North Carolina at Chapel Hill; Ph.D., University of Louisville
- Joyce C. Brown, 1966, Professor of English,  
B.S., M.A., Appalachian State University; Ph.D., University of Southern Mississippi
- Frances B. Burch, 2001, Associate Professor of Physical Education, Wellness and Sport Studies  
B.S., Lock Haven University; M.A. Eastern Kentucky University; Ph.D., University of  
Virginia
- David M. Carscaddon, 1990, Associate Professor of Psychology; Chair, Department of Psychology  
B.A., University of North Carolina at Asheville; M.A., Morehead State University; Ph.D.,  
University of South Carolina
- Allen Douglas Eury, 2001, Assistant Professor of Education  
B.S., Appalachian State University; M.Ed., University of North Carolina at Charlotte; Ed.S.,  
Ed.D., Appalachian State University
- Darlene J. Gravett, 1989, Professor of English; Dean of the Graduate School  
B.A., Eastern Kentucky University; M.Ed., University of Miami; Ph.D., University of  
Southern Mississippi
- Johnnie C. Hamrick, 1982, Associate Professor of Education  
B.S., M.A., Gardner-Webb University; Ed.S., Appalachian State University; Ed.D.,  
University of North Carolina at Greensboro
- R. Norman Harris, 2001, Professor of Education; Dean, Gardner-Webb University at Statesville  
B.S., Murray State University; M.Ed., Stetson University; Ed.D., University of Florida
- June H. Hobbs, 1994, Associate Professor of English  
B.A., Oklahoma Baptist University; M.A., University of Louisville; Ph.D., University of  
Oklahoma
- Delores M. Hunt, 1978-80; 1982, Professor of Physical Education, Wellness and Sport Studies  
B.S., Auburn University; M.Ed., D.A., Middle Tennessee State University
- Carolyn L. Jackson, 1997, Professor of Education; Dean, College of Extended Professional Studies  
A.A., Mars Hill College; B.A., Southern Illinois University; M.Ed., North Carolina State  
University; Ed.S., East Carolina University; Ph.D., University of South Carolina
- Janet S. Land, 1994 Associate Professor of English; Chair, Department of English  
B.S., University of North Carolina at Greensboro; M.A., East Carolina University; Ph.D.,  
University of South Carolina
- Lucenda M. McKinney, 1992, Associate Professor of Education  
B.S., M.A., Gardner-Webb University; Ph.D., Clemson University

- Ronald I. Nanney, 2000, Associate Professor of Education; Coordinator, School Administration Program  
B.A., Carson-Newman College; M.Ed., University of North Carolina at Charlotte; Ed.S., Western Carolina University; Ed.D., University of North Carolina at Chapel Hill
- David Reed Parker, 1997, Assistant Professor of English; Coordinator, English Program  
B.A., Furman University; M.A., Ph.D., University of North Carolina at Chapel Hill
- Patricia W. Partin, 1988, Professor of Psychology;  
B.A., Wake Forest University; M.Ed., University of North Carolina at Chapel Hill; Ed.D., Duke University
- Kevin J. Plonk, 1999, Assistant Professor of Psychology; Coordinator of the School Counseling Program  
B.A., Converse College; M.A., University of North Carolina at Charlotte; Ph.D., University of South Carolina
- Gayle B. Price, 1991, Professor of English; Coordinator, English Education Program  
B.A., M.Ed., Clemson University; Ed.D., Auburn University
- Faye H. Rucker, 2002, Associate Professor of Education;  
B.S., Winston-Salem State University; M.A., University of North Carolina at Charlotte; Ed.S., Appalachian State University; Ed.D., University of North Carolina at Chapel Hill
- J. Carroll Smith, 2001, Assistant Professor of Education  
B.S., M.S., East Carolina University; Ed.D., Virginia Polytechnic Institute and State University
- Donna S. Simmons, Professor of Education; Dean, School of Education  
B.A., Stetson University; M.A., Appalachian State University; Ph.D., University of North Carolina at Greensboro
- Matthew D. Theado, 1995, Associate Professor of English  
B.A., M.A., James Madison University; Ph.D., University of South Carolina
- Jeffrey L. Tubbs, 1982, Professor of Physical Education, Wellness and Sport Studies; Assistant Vice President for Institutional Research  
B.A., Bryan College; M.S., D.A., Middle Tennessee State University
- Faith M. Weathington, 2002; 1993; Associate Professor of Psychology  
B.A., University of South Florida; M.Ed., Ed.D., Auburn University
- Bonnie M. Wright, 1985-92; 1993; Professor of Psychology  
B.S., North Georgia College; M.S., Ph.D., University of Georgia

## GRADUATE SCHOOL ADJUNCT FACULTY

- Doris V. Banner, GWU Professor of Education, Retired  
A.A., Gardner-Webb University; B.S., M.A., Ed.S., Appalachian State University; Ed.D., University of North Carolina at Greensboro
- Steve F. Dalton, GWU Professor of Education, Retired  
A.A., Gardner-Webb University; B.S., Wake Forest University; M.A., Ed. S., Appalachian State University; Ed.D., University of North Carolina at Greensboro
- Alexander Erwin, Adjunct Professor of Education,  
B.A., Livingstone College; M.S., Ed.S., Appalachian State University; Ed. D., Virginia Polytechnic Institute & State University

Larry D. Fields, Adjunct Professor of Education

B.S., Southern University; M.Ed., Texas A & M University; M.S., North Carolina A & T State University; Ed.S., University of North Carolina at Greensboro; Ph.D., the Union Institute

Philip R. Rapp, Adjunct Professor of Education

B.A., Wake Forest University; M.Ed., University of North Carolina at Greensboro; Ed.S., Appalachian State University; Ed.D., University of North Carolina at Chapel Hill

Jane Hill Riley, Adjunct Professor of Education

B.A., St. Andrews Presbyterian College; M.S., Winthrop College; Ph. D., University of Georgia

Lola I. Schappell, Adjunct Professor of Education

B.S., State University of New York at Brockport; M.S. Purdue University; Ed.D., University of Massachusetts

Goldie Wells, Adjunct Professor of Education

B.S., Hampton Institute; M.S., North Carolina A & T State University; Ed.D., University of North Carolina

## GRADUATE SCHOOL OF BUSINESS

I. Glenn Bottoms, 1983, Professor of Economics and Management Information Systems

B.A., Emory University; M.A., University of Ottawa; Ph.D., Georgia State University; Post-doctoral study, George Washington University.

Arthur S. Boyett, 2002, Professor of Accounting

B.S.Ed., Emory University; M.Acc., University of Georgia; Ph.D., Texas Tech University; Post-doctoral study, George Washington University.

Sue C. Camp, 1976, Professor of Business Administration

B.S., Gardner-Webb University; M.A.T., Winthrop University; Ed.D., University of Tennessee at Knoxville.

Earl H. Godfrey Jr., 1992, Assistant Professor of Business Administration; Director of GOAL Business Programs

B.S., University of South Carolina; M.B.A., Winthrop University; C.P.A.

Arlen K. Honts, 1993, Associate Professor of Management,

B.S., M.B.A., University of Oklahoma; Ph.D., Vanderbilt University.

John C. Keyt, 2001, Professor of Marketing

B.S., M.B.A., East Tennessee State University; D.B.A., University of Tennessee

Thomas J. Meaders, 2002, Associate Professor of Information Systems

B.S., New Mexico State University; Ph.D., University of Alabama at Huntsville

Robert W. Mellbye, 1998, Assistant Professor of Health Management

B.S., University of Colorado; M.H.A., University of Minnesota; M.B.A., Wake Forest University.

Anthony I. Negbenebor, 1989, Professor of Economics and International Business; Associate Dean of the Graduate School of Business

B.S., M.Sc., Ph.D., Mississippi State University.

Stephen C. Perry, 1999, Associate Professor of Business Administration; Interim Dean of the School of Business

B.I.E., Georgia Institute of Technology; M.B.A., Harvard University; Ph.D., George Washington University

- Philip G. Swicegood, 1998, Assistant Professor of Business Administration  
B.S., Liberty University; M.B.A., University of Texas; Ph.D., Florida State University
- Charles B. Tichenor, 1997, Distinguished Corporation Chief Executive; Professor of Business Administration  
B.S., Duke University; D.B.A., Berne University.
- Phillip C. Williams, 1999, Assistant Professor of Business Administration; Assistant Vice President of Academic Affairs  
B.A., M.P.H., Ph.D., University of North Carolina at Chapel Hill; J.D., Columbia University

## M. CHRISTOPHER WHITE SCHOOL OF DIVINITY

- Sheryl Ann Dawson Adams, 1995, Professor of Theology and Church History  
B.M.E., Northeast Louisiana State University; M.Ed., Louisiana State University; M.Div., Th.D., New Orleans Baptist Theological Seminary. Additional studies: Southwestern Baptist Theological Seminary.
- Jack W. Buchanan, Jr., 2000, Assistant Professor of Pastoral Ministries; Director of the D.Min. Program and Director of Admissions, School of Divinity  
B.A., Gardner-Webb University, M.Div., The Southern Baptist Theological Seminary; D.Min., Columbia Theological Seminary
- Donald L. Berry, 1999, Associate Professor of Missiology and World Religions; Director of the Global Missions Center  
B.A., University of Kentucky; M.Div., Ph.D., The Southern Baptist Theological Seminary.
- Robert W. Canoy, 2000, Associate Professor of Christian Theology, Associate Dean of M. Christopher White School of Divinity  
B.A., Mississippi College; M.Div., Ph.D., The Southern Baptist Theological Seminary. Additional Studies: Hebrew Union College and Jewish Institute of Religion.
- Douglas M. Dickens, 2000, Professor of Pastoral Care and Counseling  
B.A., Ouachita Baptist University; M.Div., Ph.D., Southwestern Baptist Theological Seminary. Additional studies: University of Arkansas College for Medical Sciences, Texas Christian University, Baylor University Medical Center.
- Gerald L. Keown, 1996, Professor of Old Testament Interpretation  
B.S., University of Alabama at Tuscaloosa; M.Div., Ph.D., The Southern Baptist Theological Seminary. Additional studies: Hebrew Union College, Cincinnati, Ohio; Goethe Institute, Rothenberg, Germany; University of Chicago.
- Anthony I. Negbenebor, 1989, Professor of Administration, Associate Dean of the Graduate School of Business  
B.S., M.Sc., Ph.D., Mississippi State University.
- James D. Nogalski, 2002, Associate Professor of Old Testament  
B.A., Samford University; M.Div., The Southern Baptist Theological Seminary; Th.M., Baptist Theological Seminary; Ruschlikon, Switzerland; Dr.Theol., University of Zurich, Switzerland
- Phil D. Perrin, 1969, Professor of Church Music  
B.S., University of Tennessee; M.C.M., D.M.A., Southwestern Baptist Theological Seminary; Additional study, Westminster Choir College
- R. Wayne Stacy, 1995, Professor of New Testament and Preaching; Dean of the M. Christopher White School of Divinity  
B.A., Palm Beach Atlantic College; M.Div., Ph.D., The Southern Baptist Theological Seminary. Additional studies: Hebrew Union College & Jewish Institute of Religion, The Jerusalem Center for Biblical Studies.

- Sophia Gomes Steibel, 1994, Associate Professor of Religious Education  
B.A., Gardner-Webb University; M.A., Ph.D., Southwestern Baptist Theological Seminary
- Todd Dixon Still, 2000, Bob D. Shepherd Associate Professor of New Testament Interpretation  
B.A., Baylor University; M.Div., Southwestern Baptist Theological Seminary; Ph.D.,  
University of Glasgow, Scotland. Additional studies: University of St. Andrews, University  
of Cambridge.
- Danny M. West, 2002, Associate Professor of Pastoral Studies, Director of the Center for  
Congregational Enrichment  
B.A., Carson-Newman College; M.Div., Th.M., Ph.D., The Southern Baptist Theological  
Seminary
- M. Christopher White, 1986, Professor of New Testament Interpretation, President  
of the University  
A.B., Mercer University; M.Div., The Southern Baptist Theological Seminary; Ph.D., Emory  
University; D.M.A., Moscow State Conservatory, Russia.

### *DIVINITY VISITING AND ADJUNCTIVE FACULTY*

- Ray Allen Cadenhead, Jr., Adjunct Professor of Pastoral Ministries  
B.A., Furman University; M.Div., D.Min., Southern Baptist Theological Seminary.
- Robert F. Dills, Adjunct Professor of Church Music  
B.M., Union University; B.C.M., Southern Baptist Seminary; M.C.M., The Southern  
Baptist Theological Seminary.
- Hardy Smith Clemons, Adjunct Professor of Pastoral Ministries  
B.S., Texas Tech University; B.D., Ph.D., Southwestern Baptist Theological Seminary.
- Charles Horton, 1999, Associate Professor of Pastoral Ministries,  
B.A. Stetson University; M.Div., Southwestern Baptist Theological Seminary; Th.M.,  
D.Min., New Orleans Baptist Theological Seminary.
- E. Leon Smith, Adjunct Professor of Ministry  
A.A., Anderson College; B.A., Furman University; B.D., Th.M., D.Min., Southeastern  
Baptist Theological Seminary.
- Karen Gray Sorrells, Adjunct Professor of Church Music  
B.A., University of North Carolina; M.C.M., Southern Baptist Theological Seminary..
- Bruce R. Prosser, Jr., Adjunct Professor of Religious Education  
B.B.A., Georgia College; M.R.E., M.Div., The Southern Baptist Theological Seminary;  
Ed.D., North Carolina State University.
- James Anthony Spencer, Adjunct Professor of Church Music  
A.A., North Greenville College, B.M., Carson-Newman College; M.C.M., The Southern  
Baptist Theological Seminary.

### *DIVINITY ADJUNCTIVE FACULTY FROM THE UNIVERSITY*

- Carolyn A. Billings, 1979, Professor of Music  
B.M., Salem College; M.M. University of Illinois at Champaign-Urbana; D.M.A., University  
of Missouri at Kansas City.
- Kent B. Blevins, 1998, Associate Professor of Religion  
B.A., Wake Forest University; M.Div., Ph.D., The Southern Baptist Theological Seminary.  
Additional studies: The Catholic University of America.



- Frieda F. Brown, 1985, Professor of Psychology, Coordinator of the Mental Health Counseling Program  
B.A., M.Ed., University of North Carolina at Chapel Hill; Ph.D., University of Louisville.
- Claude Douglas Bryan, 2002, Professor of Religious Education  
B.A., Furman University; B.S., Howard Payne University; M.A.R.E., Ph.D., Southwestern Baptist Theological Seminary;
- Robert I. Carey, 1997, Instructor in Communication Studies  
B.A., University of Washington, Seattle; M.A., University of Memphis; Doctoral Studies, Regent University.
- Lorin L. Cranford, 1998, Professor of Religion  
B.A., Wayland Baptist University; M.Div., Th.D., Southwestern Baptist Theological Seminary; Goethe Institute, Zertifikat Deutsch Als Fremdsprache.
- Alice R. Cullinan, 1974, Professor of Religious Education and Religion  
B.A., Carson-Newman College; M.R.E., Ph.D., Southwestern Baptist Theological Seminary.
- Terry L. Fern, 1980, Professor of Music  
B.M., Oklahoma Baptist University; M.M., University of Louisville; D.M.A., North Texas State University. Additional studies: Oberlin Conservatory of Music, Oberlin College.
- Roger G. Gaddis, 1974, Professor of Psychology  
B.A., University of North Carolina at Charlotte; M.A., University of Tennessee; Ph.D., University of South Carolina. Additional studies: Appalachian State University.
- Patricia B. Harrelson, 1975, Assistant Professor of Music  
B.M., North Carolina School of the Arts; M.M., Converse College; D.M. Candidate, Florida State University; Additional Studies: University of Florida; University of North Carolina at Greensboro; Eureka College; Westminster Choir College; Indiana University; Cincinnati Conservatory.
- Patricia W. Partin, 1988, Professor of Psychology,  
B.A., Wake Forest University; M.Ed., University of North Carolina at Chapel Hill; Ed.D., Duke University.
- Paula F. Qualls, 1999, Assistant Professor of Religion  
B.A., University of South Carolina; M.Div., Ph.D., The Southern Baptist Theological Seminary.
- Ronald W. Williams, 1998, Associate Professor of Religion, Chair, Department of Religious Studies and Philosophy  
B.A., Western Kentucky University; M.Div., Ph.D., The Southern Baptist Theological Seminary.
- Bonnie M. Wright, 1985-92, 1993, Professor of Psychology  
B.S., North Georgia College; M.S., Ph.D., University of Georgia.

## GRADUATE SCHOOL OF NURSING FACULTY

- Rebecca Beck-Little, 1991, Associate Professor of Nursing; Director, M.S.N. Program  
A.S.N., Western Piedmont Community College; B.S.N., M.S.N., University of North Carolina at Charlotte; Ph.D., University of South Carolina
- Janie M. Carlton, 1982, Professor of Nursing  
B.S., Lenoir-Rhyne College; M.N., Emory University; Ed.D., North Carolina State University
- Marcia M. Miller, 1977-1987; 1994, Professor of Nursing; Chair, Campus B.S.N. Program  
B.S.N., University of Michigan; M.S.N., University of North Carolina at Chapel Hill; Ph.D., University of Texas at Austin

Wanda C. Stutts, 1985, Associate Professor of Nursing; Chair, Statesville B.S.N. Program  
B.S.N., M.S.N., University of North Carolina at Charlotte; Ph.D., University of North  
Carolina at Chapel Hill

Shirley P. Toney, 1965-1990; 1992, Professor of Nursing; Dean, School of Nursing  
Diploma, North Carolina Baptist Hospital School of Nursing; B.S., Wake Forest University;  
M.Ed., North Carolina State University; Ph.D., University of Texas at Austin; Additional  
Studies, Southwestern Baptist Theological Seminary, University of North Carolina at  
Charlotte, University of South Carolina

## FACULTY EMERITI

Garland H. Allen, 1961, Professor Emeritus of Religion and History  
Robert R. Blackburn, 1958, Professor Emeritus of Health Education and Physical Education  
Wallace R. Carpenter, 1964, Associate Professor Emeritus of Management Information Systems  
Perry A. Cline, 1966, Associate Professor Emeritus of Ancient Languages and Literature  
Barbara J. Cribb, 1969, Associate Professor Emerita of Education and Art  
George R. Cribb, 1969, Professor Emeritus of Music  
Robert L. Decker, 1970, Professor Emeritus of Music  
Dorothy Washburn Edwards, 1946, Registrar Emerita  
Nettie R. Gidney, 1945; 1953, Professor Emerita of Voice  
M. Lansford Jolley, 1957, Professor Emeritus of Social Science  
Paul W. Jolley, 1962, Professor Emeritus of Mathematics  
Betty H. Logan, 1957, Associate Professor Emerita of Business  
Abbie Miller Mitchell, 1937, Professor Emerita of Music  
F. Thirlen Osborne, 1957, Professor Emeritus of English  
Robert E. Morgan, 1967, Professor Emeritus of French and Mathematics  
M. Vann Murrell, 1967, Professor Emeritus of Religion  
Jack G. Partain, 1983, Professor Emeritus of Religion  
Launita E. Proctor, 1969, Professor Emerita of Health Education and Physical Education

## ADMINISTRATIVE STAFF EMERITI

James E. Crawley, 1994, Dean Emeritus, School of Business  
Robert L. Lamb, 1962, Dean Emeritus, M. Christopher White School of Divinity

## ADMINISTRATIVE OFFICERS AND STAFF

M. Christopher White, A.B., M.Div., Ph.D., D.M.A., President  
Glenda S. Crotts, Senior Assistant to the President  
Walter Miller, B.A., Assistant to the President  
E. Eugene Poston, A.A., B.A., B.D., Th.M., Th.D., President Emeritus  
M. Lansford Jolley, A.A., B.A., M.A., Ed.S., L.H.D., University Historian

## PROVOST

A. Frank Bonner, B.A., M.A., Ph.D., Provost and Senior Vice President  
Betty F. Hampton, Administrative Assistant to the Provost and Senior Vice President  
Jeffrey L. Tubbs, B.A., M.S., D.A., Assistant Vice-President/Institutional Research  
W. Scott White, B.S., M.B.A., Director of Human Resources

Deidre A. Camper, A.A.S., B.S., M.B.A., Director of Academic Technology

Karen Renee Ybarra, Facilities Coordinator

### M. CHRISTOPHER WHITE SCHOOL OF DIVINITY

R. Wayne Stacy, B.A., M.Div., Ph.D., Dean of the M. Christopher White School of Divinity

Robert W. Canoy, B.A., M.Div., Ph.D., Associate Dean of the M. Christopher White School of Divinity

Rebekah W. Newton, A.A., Administrative Assistant to the Dean

Jack W. Buchanan, Jr., B.A., M.Div., Director of the D.Min. Program

Rebecca A. Daves, Secretary to the Director of the D.Min. Program

Cline W. Borders, A.A., B.A., M.Div., Director of Ministerial Referral Studies

Donald L. Berry, B.A., M.Div., Ph.D., Director of the Global Missions Center

Danny M. West, B.A., M.Div., Th.M., Ph.D., Director of the Center for Congregational Enrichment

Clayton R. King, B.A., Coordinator, Lilly Ministerial Vocation Program for Youth

Sherry Ollis, Secretary for the Center for Congregational Enrichment

## ACADEMIC AFFAIRS

Gilmer W. Blackburn, A.A., B.A., M.A., Ph.D., Vice President and Dean of Academic Affairs

Frances B. Sizemore, B. S., Administrative Assistant to the Vice President and Dean of Academic Affairs

Philip C. Williams, B.A., M.P.H., Ph.D., J.D., Assistant Vice President for Academic Affairs

Helen L. Tichenor, B.A., M.A., Ph.D., Director of International Programs

## GRADUATE SCHOOL

Darlene J. Gravett, B.A., M.Ed., Ph.D., Dean of the Graduate School

Laura R. Simmons, A.A., Administrative Assistant

April Blevins, Secretary

## GRADUATE SCHOOL OF BUSINESS

Stephen C. Perry, B.I.E., M.B.A., Ph.D., Interim Dean of the School of Business

Anthony I. Negbenebor, B.S., M.S., Ph.D., Associate Dean of the Graduate School of Business

Amy J. McCall, B.S., Assistant to the Associate Dean of the Graduate School of Business

Sylvia Brown, Administrative Assistant, School of Business

Lynette H. Williamson, Secretary, Graduate School of Business

## GRADUATE SCHOOL OF NURSING

Shirley P. Toney, B.S., M.Ed., Ph.D., Dean of the School of Nursing  
 Rebecca Beck-Little, A.S.N., B.S.N., M.S.N., Ph.D., Director, M.S.N. Program  
 Sandra C. Earl, Administrative Assistant  
 Joanne W. Snyder, Part-time Secretary

## LIBRARY

Valerie M. Parry, B.A., M.S.L.S., Director of the Library  
 Mary D. Roby, B.Mus., M.L.S., Associate Head Librarian  
 Mary S. Parsons, A.A., A.B., M.A., M.L.S., Public Services Librarian  
 Frank L. Newton, Jr., B.A., M.A., M.S.L.S., Catalog Librarian  
 Sharon L. Edwards, A.A., B.S., M.L.I.S., Reference Librarian, Gardner-Webb  
 University at Statesville  
 N. Ilisa Jenkins, B.A., M.L.I.S., Reference Librarian  
 Daniel W. Jolley, B.A., M.A., Systems Manager  
 Karen S. Bowen, Library Reference Assistant  
 Thomas E. Rabon, Jr., B.A., Day Circulation Supervisor  
 J. Harrison Williams, B.A., M.A., Technical Services Supervisor  
 Margaret W. Christopher, Media Assistant  
 Tajsha Nanette Eaves, Periodicals Assistant  
 Robin Stanczyk, Acquisitions Assistant  
 Denise B. McGill, Secretary  
 Phyllis P. Lovelace, Circulation Assistant  
 Margaret Price, Circulation Assistant

## NOEL PROGRAMS FOR THE DISABLED

Sharon D. Jennings, A.A., B.A., M.A., Director of the Noel Program for Disabled  
 Students  
 Judy A. Shealy, Secretary  
 Cheryl J. Potter, B.S., B.S.W.A., Assistant Director of the Noel Program for Disabled  
 Students

## REGISTRAR

Stephen E. Sain, B.A., M.A., Registrar  
 Lou Ann P. Scates, B.A., Associate Registrar  
 P. Randall Cooper, Coordinator of Records  
 Sonda M. Hamrick, Secretary  
 Ginger B. Ford, Transcript Evaluation Officer

## DEPARTMENTAL SECRETARIES

Elaine P. Ashley, Department of Religious Studies and Philosophy,  
Robert Scott Hayes, B.S., Department of Education  
Joetta M. Eastman, Department of Physical Education, Wellness and Sports Studies  
Sylvia Brown, Broyhill Undergraduate School of Management

## GARDNER-WEBB UNIVERSITY AT STATESVILLE

R. Norman Harris, B.S., M.Ed., Ed.D., Dean of Gardner-Webb University at Statesville  
Janet A. Morton, Secretary  
Sharon L. Edwards, A.A., B.S., M.L.I.S., Reference Librarian  
Frieda F. Brown, B.A., M.Ed., Ph.D., Coordinator of the Graduate Mental Health  
Counseling Program

## MARKETING AND ENROLLMENT MANAGEMENT

Ralph W. Dixon, Jr., B.S., Vice President for Enrollment Management  
Antionne L. Wesson, Administrative Assistant

## UNDERGRADUATE ADMISSIONS

C. Nathan Alexander, B.S., Director of Admissions  
M. LaFaye Dobbins, Admissions Receptionist

## FINANCIAL PLANNING

Patricia M. Bolyard, B.S., M.S., Director of Financial Planning  
Cynthia C. Wallace, B.S., Associate Director of Financial Planning  
Lynn B. Thomas, B.S., Financial Planning Counselor  
Kathy Wilson, Financial Planning Counselor  
Lisa G. Fitch, B.A., Loan Counselor  
Kelly B. Collum, Financial Planning Counselor

## ADMISSIONS - M. CHRISTOPHER WHITE SCHOOL OF DIVINITY

Jack W. Buchanan, Jr., B.A., M.Div., D.Min. Director of Admissions  
S. Todd Bolin, B.A., Admissions Counselor  
Rebecca A. Daves, Secretary

## ADMISSIONS - GRADUATE SCHOOL

C. Michael Stimpson, B. A., M.A., Director of Admissions  
April Blevins, Secretary



## ADMISSIONS - GRADUATE SCHOOL OF BUSINESS

Kristen Lott Setzer, B.A., M.B.A., Director of Admissions

Lynette H. Williamson, Secretary

## STUDENT DEVELOPMENT

G. Bruce Moore, B.A., M.Div., Vice President and Dean of Student Development

Vickie S. Webb-Morrison, A.A.S., Administrative Assistant

Mark Dougherty, B.S., Coordinator of Judicial Affairs

## STUDENT ACTIVITIES

Karissa Lou Weir, A.S., B.S., Director of Student Activities and Leadership

Sandra C. Hammett, Assistant Director of Student Activities

Angela Webb, Secretary

## RESIDENCE LIFE

Dale A. Byrd, B.A., M.Div., Director of Residence Life

## COUNSELING, CAREER SERVICES AND ACADEMIC ADVISING

Jimmy D. Whitlow, A.A., B.A., M.R.E., Th.M., Ed.D., Assistant Dean of Students and  
Director of Counseling

Patricia E. Murray, B.S., M.A., Counselor

Carmen M. Butler, Office Manager

Holly M. Sweat, B.S., M.A., Director of Career Services

Kristina J. Moore, B.A., Assistant Director of Career Services

## CAMPUS MINISTRY

Tracy C. Jessup, B.A., M.Div., Assistant Dean of Students and Minister to the  
University

## LEADERSHIP AND VOLUNTEERISM

Kelly D. Brame, B.A., M.Div., Coordinator of Leadership and Volunteerism

## UNIVERSITY POLICE

Barry S. Johnson, B.S., Chief of University Police

Larry J. Thomas, B.A., Captain of Community-Oriented Policy and Facility Services

Matthew J. Dunker, B.S., Traffic Enforcement Officer and Patrolman

David S. Wacaster, Captain of Operations and Communications

Dustin W. Goodrum, Crime Prevention Officer and Patrolman

Jennifer G. Archer, B.S., University Resources Officer and Patrolman

## ATHLETICS

Charles S. Burch, B.A., M.S., Vice President for Athletics

Pamela C. Scruggs, A.A., Assistant Director of Athletics

Michael J. Roebuck, B.A., M.B.A., Assistant Director of Athletics

Sandra H. Blanton, Administrative Assistant

## BUSINESS AND FINANCIAL AFFAIRS

Donnie O. Clary, B.S., M.B.A., Vice President for Business and Finance

Linda H. Smith, Assistant to the Vice President for Business and Finance

### BUSINESS AFFAIRS

Mike W. Hardin, B.S., M.B.A., Associate Vice President for Business and Finance

Nancy M. Borders, Administrative Assistant and Summer Camp Coordinator

### BUSINESS OFFICE

Shirley B. Pyron, Business Office Manager

Lisa P. McFarland, Assistant Business Office Manager

Jane G. Powell, B.S., Financial Accountant

Carolyn B. McSwain, A.A.S., Staff Accountant

### AUXILIARY SERVICES

Garry D. McSwain, A.S., B.B.A., M.B.A., Auxiliary Services Manager

R. Wayne Merritt, Campus Shop Manager

Angela G. Farley, B.S., Postal Clerk

Margaret L. Winstead, Textbook Manager

Efrem Tekie, Sales Associate

Wendy A. Houser, Sales Associate

Amanda K. Smith, Campus Shop Sales Associate

Tonya G. Price, Post Office Associate

### COMPTROLLER'S OFFICE

Robin G. Hamrick, B.S., M.B.A., Assistant Comptroller and Telecommunications Coordinator

Roberta C. Parris, B.S., Accountant

Rhonda W. Cromer, Accounts Payable Accountant

Missy Elizabeth Lail, Staff Accountant

Angela L. Webb, Staff Accountant  
Sylvia A. McCurry, A.A., Payroll Accountant  
Rhonda W. Lovelace, Staff Accountant

## DATA PROCESSING

Danny R. Davis, B.S., Assistant Vice President for Business and Data Processing  
Manager  
C. Scot Hull, B.A., Systems Support Technician  
Eric J. Brewton, B.S., Network Manager  
Michael T. Schau, A.S., B.B.A., M.B.A., Director of Administrative Computing

## PHYSICAL PLANT ADMINISTRATION

Wayne E. Johnson, Jr., B.A., M.A., Associate Vice President for Operations  
Ann W. Dellinger, Director of Housekeeping  
Jimmy T. Martin, Maintenance Supervisor  
Brandon G. Zoch, B.S., Assistant to Plant Operations and Director of Sound and  
Lighting  
Annie K. Ridings, Secretary

## UNIVERSITY RELATIONS

Drew L. Van Horn, B.A., M.Ed., Vice President for University Relations  
Jessica E. Franks, B.A., Administrative Assistant to the Vice President, University  
Relations  
Beth M. Kirkland, A.D.N., Director of Development Information Systems  
Rebecca A. Robbins, Development Assistant for Financial Records

## DEVELOPMENT

W. Bruce Rabon, B.A., M.Div., Assistant Vice President for Advancement, M.  
Christopher White School of Divinity  
C. David Boan, B.A., M.Div., D. Min., Director of Church Relations  
Steven C. Varley, B.S., M.B.A., Assistant Vice President for Advancement, Alumni  
and Parent Relations  
Dawn Anthony, B.S., Assistant Director of Alumni and Parent Relations  
Cassandra D. Bridgeman, Director of Annual Giving  
David V. Webb, B.A., Director of Major Gifts

W. James Corn, B.S., Major Gift Officer

Karen M. Lukridge, Secretary to the Director of the Bulldog Club

Gail M. Adams, B.B.A., Alumni Communications Coordinator

## PUBLIC RELATIONS AND PUBLICATIONS

Matthew C. Webber, B.A., Director of University Communications

Noel T. Manning, II, B.A., Assistant Director of Public Relations for

Broadcasting Affairs

Kimberly Adams, B.S., Assistant Director of Public Relations

Dan McClellan, B.S., Operations Manager WGWG-FM

Kathy E. Martin, A.A.S., Assistant Director of Publications

John W. Hoyle, B.A., Assistant Director of Publications

# INDEX

- Academic Information, 13
- Academic Advising, 13
- Academic Appeals, 18-19
- Academic Honesty, 18
- Academic Load, 14
- Accreditation, 8
- Administration, 147-154
- Admission Procedures
  - Graduate School, 37
  - Graduate School of Business, 67
  - M. Christopher White School of Divinity, 94
- Application for Degree, 20
- Application for Graduate Licensure, 42
- Assistantships, 29-30
- Auditing Courses, 14
- Auditing Divinity Courses, 96
- Banking and Finance Emphasis, 72
- Bibleland Study, 90
- Board of Trustees, 139
- Calendar, 3
- Campus Ministries, 21
- Campus Shop, 23
- Career Services, 22
- Charge Reduction Policy for Class Withdrawal, 28
- Christian Education, Master of Divinity, 100
- Church Music, Master of Divinity, 100
- Class Attendance Policy, 15
- Commencement Exercises, 20
- Cost of Instruction, 27
- Counseling, 22
- Course Registration, 13
- Cultural Life, 24
- Delinquent Student Accounts, 28
- Description of Courses
  - Graduate School, 55
  - Graduate School of Business, 80
  - M. Christopher White School of Divinity, 107
  - Graduate School of Nursing, 136
- Distance Learning, 12
- Doctrinal Statement, 85
- Dropping, Adding, and Changing Courses, 13
- English, 59
- English Education, 45
- Examinations and Reports, 15
- Expenses, 27
- Fair Process, 18
- Faculty
  - Graduate School, 141
  - Graduate School of Business, 143
  - M. Christopher White School of Divinity, 144



Graduate School of Nursing, 146  
Financial Aid, 29-36  
Foreign Missions Opportunity, 90  
Foundations, Business, 75  
Grades and Reports, 16  
Grading Systems and Quality Points, 16  
Graduate Student Representation on the Graduate Council, 20  
Health Care Management Emphasis, 72  
History, 6  
Human Resource Management Emphasis, 72  
Identification cards, 23  
International Business Emphasis, 71  
Late Registration, 13  
Library Privileges, 15  
Location, 5  
Management Information Systems Emphasis, 74  
Master of Arts in Education, 44  
M.B.A./M.Div., 102  
Mental Health Counseling, 51  
Middle Grades Education, 47  
Ministerial Board of Associates, 130  
Noel Program for the Disabled, 22  
Pastoral Care and Counseling, Master of Divinity, 101  
Presidents, 7  
Probation, Academic, 16  
Progress Review, 20  
The Purpose of Gardner-Webb University, 7  
The Purpose of the Graduate School, 37  
Registration of Automobiles, 23  
Residence Life, 22  
Retention Policy, 17  
School Administration, 48  
School Counseling, 49  
Sport Science and Pedagogy, 54  
Student Rights, Responsibilities, and Expectations, 24  
Suspension, Academic, 16  
Transcripts, 17  
Time Limits, Divinity, 99  
Time Limits, Graduate, 40  
Transfer of Courses for Divinity Credit, 97  
Transfer of Courses for Graduate Credit, 17, 39  
Travel Information, 12  
Tuition, 27  
University Police, 23  
Visitors' Information, 12  
Volunteerism, 22

## FOR INFORMATION OR ASSISTANCE

|   |         |
|---|---------|
| <b>Graduate School (800-492-4723)</b>                         | x. 4723 |
| Darlene Gravett, Dean   | x. 4724 |
| C. Michael Stimpson, Director of Admissions                   | x. 3987 |
| <b>Graduate School of Business (800-457-4622)</b>             | x. 4489 |
| Anthony Negbenebor, Associate Dean                            | x. 3820 |
| Kristen Lott Setzer, Director of Admissions                   | x. 3988 |
| <b>M. Christopher White School of Divinity (800-619-3761)</b> | x. 4400 |
| R. Wayne Stacy, Dean  | x. 3978 |
| Jack W. Buchanan, Director of Admissions                      | x. 4396 |
| <b>Graduate School of Nursing (800-492-4723)</b>              | x. 4723 |
| Rebecca Beck-Little, Director                                 | x. 7268 |
| University Police   | x. 4444 |
| Campus Minister   | x. 4279 |
| Course Changes  | x. 3966 |
| Financial Planning  | x. 4247 |
| Library   | x. 4293 |
| Personal Counseling   | x. 4563 |
| Public Relations  | x. 4637 |
| Payment of Fees   | x. 4287 |
| Registrar   | x. 4260 |

# CAMPUS MAP

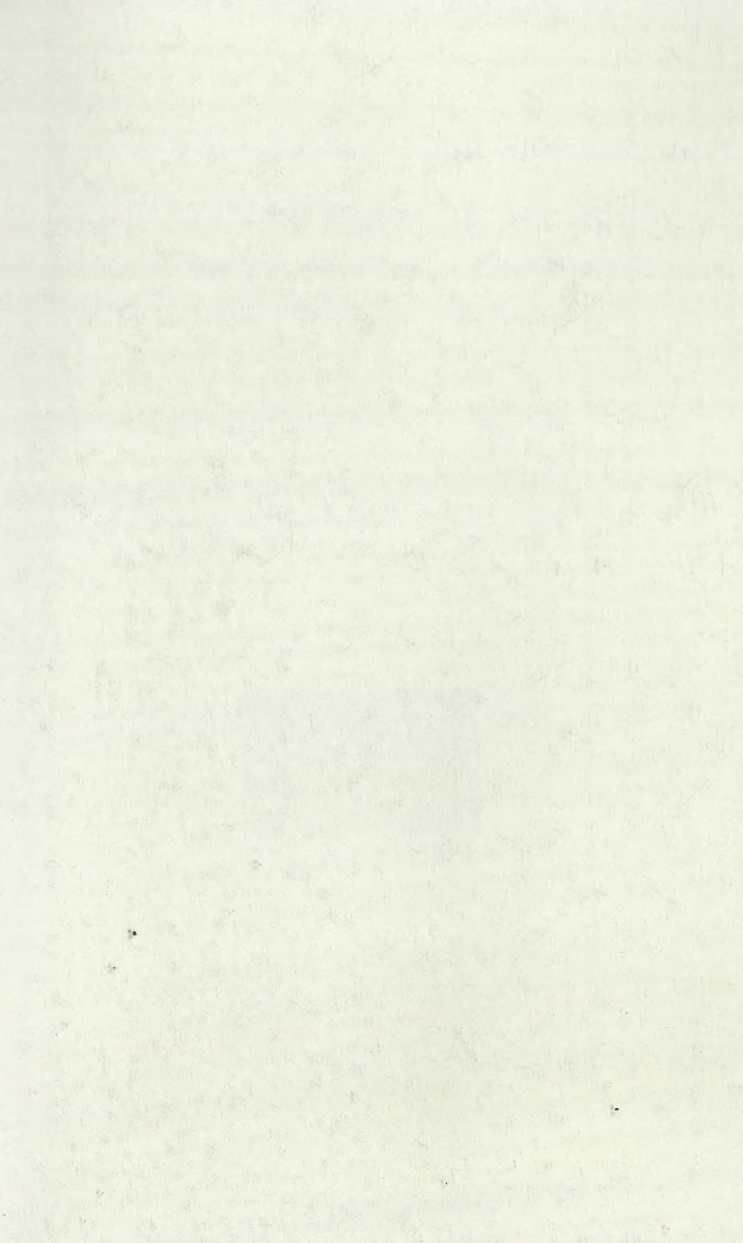


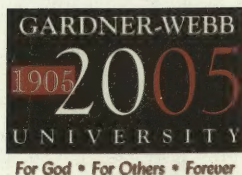
# CAMPUS MAP DIRECTORY

| Building Name                  | No.               | Grid Loc. | Building Name                        | No.   | Grid Loc. |
|--------------------------------|-------------------|-----------|--------------------------------------|-------|-----------|
| Baseball Field                 | 22                | 2:E       | Practice Fields                      |       |           |
| Boiling Springs Medical Assoc. | 57                | 7:B       | Football                             | 21    | 1:F       |
| Bost Gymnasium and Pool        | 48/47             | 4:E       | Soccer/Football                      | 50    | 2:D       |
| Broyhill Adventure Course      | 46                | 5:B       | Soccer                               | 52,53 | 2:E       |
| Campus House                   | 35                | 6:D       | Publications                         | 37    | 8:F       |
| Communications Studies Hall    | 8                 | 4:H       | Radio Station WGWG                   | 37    | 8:F       |
| Craig Hall                     | 42                | 6:E       | Royster Hall                         | 38    | 7:F       |
| Crawley Memorial Hospital      | 58                | 6:A       | Soccer House                         | 27    | 5:G       |
| Decker Hall                    | 54                | 5:F       | Spangler Gate                        | 61    | 7:G       |
| Dixon Gate                     | 60                | 7:E       | Spangler Hall                        | 17    | 3:F       |
| Dover Campus Center            | 55                | 5:F       | Spangler Memorial Stadium            | 30    | 3:C       |
| Dover, Jr. Memorial Chapel     | 3                 | 6:G       | Spring                               | 33    | 5:D       |
| Dover, Memorial Garden         | 12                | 4:G       | Springs Athletic Facility            | 26    | 2:E       |
| Dover, Memorial Library        | 49                | 4:F       | Stroup Hall                          | 40    | 7:F       |
| Elliott Hall                   | 4                 | 6:G       | Suttle Hall                          | 39    | 6:F       |
| Elliott House                  | 37                | 8:F       | Suttle Light Tower                   | 62    | 6:G       |
| Gardner Hall                   | 41                | 6:E       | Suttle Wellness Center               | 28    | 4:F       |
| H.A.P.Y. Hall                  | 39                | 6:F       | U.S. Post Office                     | 2a    | 7:G       |
| Hamrick Field House            | 24                | 3:C       | University Commons                   | 34    | 6:C       |
| Hamrick Hall                   | 56                | 6:F       | Student Apartments                   |       |           |
| Hollifield Carillon            | 32                | 5:D       | University Physical Development      |       |           |
| Honors House                   | 35                | 7:D       | Complex                              | 28    | 4:F,E     |
| International House            | 15                | 4:G       | Varsity Fields                       |       |           |
| Jarrell Gate                   | 59                | 5:G       | Baseball                             | 22    | 1:E       |
| Lake Hollifield                | 31                | 5:C       | Soccer                               | 51    | 3:D       |
| Lindsay Hall                   | 5                 | 5:G       | Softball                             | 20    | 1:G       |
| Lutz-Yelton Convocation Center | 19                | 4:E       | Washburn Hall                        | 2     | 7:G       |
| Lutz-Yelton Hall               | 44                | 5:E       | Washburn Memorial Building           | 16    | 4:F       |
| Mauney Hall                    | 45                | 5:E       | Webb Hall                            | 1     | 7:G       |
| Myers Hall                     | 18                | 4:F       | Webb Tennis Complex                  | 25    | 2:F       |
| Nanney Hall                    | 36                | 7:E       | Williams Observatory                 | 23    | 2:D       |
| Noel Hall                      | 6                 | 5:G       | Withrow Mathematics and Science Hall | 43    | 5:E       |
| Noel House                     | 14                | 4:G       | Wrestling                            |       | South Mai |
| Physical Plant Building        | South Main Street |           | Street                               |       |           |
| Poston Center *                | 11                | 5:G       |                                      |       |           |
| Reception Center               |                   |           |                                      |       |           |
| Alumni Relations               |                   |           |                                      |       |           |
| Safety and Security            |                   |           |                                      |       |           |









# Gardner-Webb

---

UNIVERSITY

BOILING SPRINGS, NORTH CAROLINA 28017

704-406-4498

1-800-253-6472

[www.gardner-webb.edu](http://www.gardner-webb.edu)